

**City of New York**  
**Department of Sanitation**



**APPENDIX K – WMNY EMERGENCY PLAN**

**SOUTHWEST BROOKLYN  
MARINE TRANSFER STATION**

**June 2018**

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**APPENDIX K**

**WMNY LLC EMERGENCY PLAN and CONTINGENCY**

**PLAN**

**TO THE SERVICE CONTRACT**

**FOR**

**MUNICIPAL SOLID WASTE MANAGEMENT,**

**TRANSPORTATION AND DISPOSAL**

**SOUTHWEST BROOKLYN MARINE TRANSFER STATION in**

**Brooklyn, NY**

**January 2018**

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## Table of Contents

<b>1. EMERGENCY PLAN AND CONTINGENCY PLAN</b> .....	3
<b>2. CONTRACT NOTIFICATION CONTACTS</b> .....	4
2.1 DSNY.....	4
2.2 WMNY.....	4
<b>3. SYSTEM</b> .....	5
3.1 SOUTHWEST BROOKLYN MARINE TRANSFER STATION.....	5
3.2 ELIZABETH INTERMODAL TRANSFER-PORT OPERATIONS.....	10
3.3 NORFOLK TUG-TUGBOAT OPERATIONS.....	12
3.4 CSX- RAIL OPERATIONS.....	14
3.5 MOD FLOW – INTERMODAL YARD OPERATIONS.....	15
<b>4. DISPOSAL FACILITIES</b> .....	16
4.1 HIGH ACRES LANDFILL.....	16
4.2 ATLANTIC LANDFILL DISPOSAL.....	16
4.3 MAPLEWOOD (AMELIA) LANDFILL.....	16
4.4 FAIRLESS LANDFILL.....	16

### Attachments

- A. HIGH ACRES LANDFILL AND RECYCLING CENTER – CONTINGENCY PLAN
- B. ATLANTIC WASTE DISPOSAL – EMERGENCY CONTINGENCY PLAN
- C. MAPLEWOOD (AMELIA) LANDFILL – EMERGENCY CONTINGENCY PLAN
- D. FAIRLESS LANDFILL – PREPAREDNESS PREVENTION AND CONTINGENCY (PPC) PLAN

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## 1. EMERGENCY PLAN AND CONTINGENCY PLAN

This Emergency Plan and Contingency Plan addresses emergency situations adversely affecting or reasonably anticipated to adversely affect the Contract Services System, including to but not limited to, the Marine Transfer Station, maritime operations (Tug & Barge), Elizabeth Intermodal Transfer Station, other intermodal facilities, rail, other ground transport and/or one or more Waste Management disposal destinations.

Capitalized terms used but not defined in this Plan shall have the meanings provided in the Service Contract.

If at any time WMNY determines in good faith that an emergency situation exists or is developing with respect to the Contract Services System (an "Emergency Determination") such that action must be taken to protect:

- The safety of the public and/or its, City and/or subcontractor employees, and/or
- The safety, functionality or integrity of the Contract Services Assets, City and/or subcontractor property, then

WMNY will take any action it deems in good faith to be immediately necessary under the circumstances. As promptly thereafter as is reasonably possible, WMNY will notify DSNY of the Emergency Determination at an emergency phone number from the list supplied by DSNY below and of WMNY's immediate response thereto. WMNY and the City will communicate as necessary and agree on follow-up actions to be taken to respond to any continuing threat of the event the subject of the Emergency Determination.

WMNY's Site Supervisor or his/her designee will be available to be contacted by DSNY on a continuous 24-hours per day, 7 days per week, 365 days per year basis for emergency response, information, coordination or any other purpose as deemed necessary. Within six hours following a declaration by the Commissioner that an emergency condition exists and delivery by the City to WMNY of an Operating Notice informing the WMNY of such declaration, WMNY shall use commercially reasonable efforts to accept Loaded Containers at the Marine Transfer Station in excess of the Weekly Container Acceptance Limit and the Daily Container Acceptance Limit and provide empty Containers as needed by the City; provided that WMNY shall not be required to accept Loaded Containers in amounts which exceed WMNY's Barge transport capacity or limits applicable at any Intermodal Facility or the Designated Disposal Site.

Prior to the commencement of operation under emergency conditions, and at least daily thereafter during the continuance of the emergency conditions, WMNY shall deliver to the City an Operating Notice setting forth WMNY's reasonable estimate of the impact of the emergency operations on WMNY's ability to satisfy the Container Acceptance Guarantee during the course of the emergency and the period immediately thereafter.

## 2. CONTRACT NOTIFICATION CONTACTS

### 2.1 DSNY

#### 2.1.1 PRIMARY CONTACT

Name	Phone Number
John Capo, Operations Control Office	(646) 885-4700

#### 2.1.2 SECONDARY CONTACT

Name	Phone Number
John Rossiello	(347) 436-3409

### 2.2 WMNY

#### 2.2.1 PRIMARY CONTACT

Name	Phone Number
Carmen Perez, Area Director-Disposal Operations	(908) 412-8127

#### 2.2.2 SECONDARY CONTACTS

Name	Phone Number
Anthony Barna, District Manager	(845) 596-2622
Jay Kaplan, Mgr Environmental Protection	(646) 773-1814

#### 2.2.3 SAFETY CONTACT

Name	Phone Number
Yesavage, Dave, Area Mgr Safety	(610) 496-9442

#### 2.2.4 ENVIRONMENTAL CONTACT

Name	Phone Number
Jay Kaplan, Mgr Environmental Protection	(646) 773-1814

### 3. SYSTEM

#### 3.1 SOUTHWEST BROOKLYN MARINE TRANSFER STATION

Event	Government Body	Phone Number
Fire	NYC Fire Department	911
ACCIDENT	NYC Police Department	911
MEDICAL	Coney Island Hospital/ Medical Center	911
ENVIRONMENTAL	NYCDEC	311
MARITIME	US Coast Guard	718-354-4225

##### 3.1.1 CONTINGENCY PLAN

###### General

The purpose of this Contingency Plan is to prepare the Marine Transfer Station and its WMNY employees for possible emergency situations. Coordination and communication with DSNY will be required in most situations and is critical to ensuring the safety of all personnel. These Contingency Plans will strictly apply only to the pier operations in which WMNY is responsible for, DSNY personnel will maintain responsibility for all areas within the enclosed building and tipping floor/loading areas.

The on-duty WMNY Customer Service representative (CS Rep) will normally be the Emergency Coordinator during an emergency situation related to pier operations and a copy of this plan will be maintained in the CS Reps office. In the event of the absence of the CS Rep during any contingency, the next senior WMNY employee will serve as the Emergency Coordinator. The WMNY MTS Operations Supervisor will be available 24 hours per day, 7 days a week and will serve as the off-site Emergency Coordinator if the need arises.

The Contingency Plan will be reviewed annually and updated as needed due to changes in design or operation, or changes in emergency contact personnel or equipment.

##### 3.1.2 RESPONSIBILITIES

CS Rep: The WMNY CS Rep will be responsible for emergency coordination and establishing and maintaining the role as liaison between the DSNY and emergency response teams. The CS Rep will provide specific emergency implementation procedures that may override the delineated step-by-step procedures if he or she finds such a change necessary in order to ensure the safety of personnel, the environment, or the operation of the MTS. However, before overriding steps, the CS Rep will be responsible for ascertaining whether or not all operational precautions and safety measures have been taken. The authority and responsibility for the overall executive direction of the Contingency Plan will rest with the CS Rep, designated as the Emergency Coordinator. The Emergency Coordinator will have the authority to commit the personnel, equipment, and financial resources, as required, to implement this

---

## Contingency Plan.

The Emergency Coordinator's responsibilities will include, but may not be limited to the following:

- Ensuring that internal alarms and/or communication systems are activated to notify all WMNY and DSNY MTS personnel and, if their help is needed, notifying all appropriate state and local agencies with designated response roles.
- Determining if the Pier area of the MTS has had or could have a fire or explosion condition that could threaten human health of the environment beyond the MTS's boundary. If so, the Emergency Coordinator must report the incident or potential incident to the appropriate officials outlined in section 3.1 of this Plan.
- Taking all reasonable measures necessary to ensure that fires and/or explosions do not occur, recur, or spread into other areas of the MTS.
- Directing the efforts of all WMNY personnel
- Securing conditions at the MTS/pier area in conjunction with DSNY personnel in the event of an emergency.
- Preparing Incident reports and maintaining time lines of events and incident logs.

WMNY Employees and Technicians: WMNY employees and technicians will be responsible for implementing the necessary emergency response actions as directed by the Emergency Coordinator. Responsibilities will include:

- Ensuring that proper Personal Protective equipment is donned.
- Being familiar with emergency procedures
- Being knowledgeable of the location and proper use of emergency equipment.

### 3.1.3 WMNY SOUTHWEST BROOKLYN MTS EMERGENCY CONTACT PERSONNEL

- Anthony Barna (845) 596-2622
- Carmen Perez (908) 413-8127
- Jay Kaplan (646) 773-1814

### 3.1.4 EMERGENCY SERVICES CONTACT INFORMATION

New York City Police Department  
 Captain  
 62nd Precinct  
 1925 Bath Avenue  
 Brooklyn, NY 11214  
 911(Emergency Only)

New York City Fire Department  
 Chief/Fire Marshall  
 Engine 318/ Ladder 166  
 2510 Neptune Avenue  
 Brooklyn, NY  
 911(Emergency Only)

Coney Island Hospital  
 2601 Ocean Pkwy  
 Brooklyn, NY 11235  
 718-616-3000

United States Coast Guard  
 Atlantic Area -First District  
 Activities New York  
 212 Coast Guard Drive  
 Staten Island, NY 10305 718-  
 354-4135

Environmental Protection Agency  
 290Broadway  
 New York, NY 1007  
 212-637-3000

OTHER:  
 Emergency Medical: "911" or (718) 616-3000  
 NY State Police: (917) 492-7100  
 Federal Bureau of Investigation: (212) 384-1000  
 NYSDEC Region 2 Emergency Hotline: (800) 457-7362

### 3.1.5 ADVANCED PLANNING (WEATHER, SHUTDOWNS, THREATS)

In preparation of advanced notification of an event that may disrupt service effecting the Service Contact, WMNY will take the following steps laterally throughout the Operation/Logistic System:

- Notification to City's designated primary Contact of event
- Contact each Subcontractor, planning and response
- Secure, protect, and catalog Equipment at MTS:
  - Cranes
  - Barges
  - Intermodal Containers
- Catalog equipment in transit and in storage
- Mobilize equipment, with subcontractor, to position for safety
- Station equipment for accessibility post event

### 3.1.6 MTS MARINE PLANNING

Storms and high winds pose a significant threat to the continued operation of WMNY Operating system. Excessive winds will require shutdown of the Gantry Cranes as per manufacturer's recommendations and design.

Winds and storms may prohibit contracted Tug Boat transport along the designated waterways due to sea conditions.

Advanced planning by WMNY due to an impending storm may require any of the following actions to be taken:

- Notification to the DSNY of impending storm/conditions.
- Coordination with Norfolk Tug Company concerning the removal and/or safe storage of barges.
- Coordination with Norfolk Tug Company and/or CSX concerning the removal and/or safe storage of containers.
- Lock-out and securing of gantry cranes.
- Proper securing of barges and containers on site at MTS and Elizabeth Intermodal Transfer.
- Protection of crane and winch electrical components due to excessive tide conditions.

### 3.1.7 MTS FIRE FIGHTING

The purpose of this procedure is to outline the tasks to be followed by WMNY MTS personnel in the event of a fire at the MTS in the pier area. In the event of a fire inside the enclosed building, WMNY personnel will follow direction as provided by DSNY personnel.

The Emergency Coordinator (The CS Rep or his or her designee) is responsible for providing overall direction in responding to a fire event on the MTS pier area. The Emergency Coordinator is also responsible for accounting for all personnel under his or her direction at the MTS.

### 3.1.8 EMERGENCY COORDINATOR RESPONSIBILITIES

- Sound the fire alarm if it has not already been sounded.
- Make an announcement regarding the fire situation to all MTS personnel using the Public Announcement (PA) system. Repeat the announcement 3 times at 20 second intervals.
- Notify the DSNY Shift Supervisor.
- Provide direction regarding evacuation routes for all non-essential personnel.
- If need be, report the fire to the FDNY using the "911" emergency number or the appropriate local emergency number provided in section 3.1.4.
- Secure on site records and log books.

- Direct MTS personnel to man and ready fire hoses, fire extinguishers and other fire related safety equipment.
- Secure and lock-out cranes and winches.
- Provide details of the fire situation to the on-site firefighting teams.
- If the fire is in a container, spray exterior of container with water to keep it cool, leave lid and door closed to minimize oxygen inside the container. If necessary, attach fire hose to container connection and flood container with water.
- If fire is on crane or winch component, ensure appropriate extinguisher is used on electrical equipment.
- If fire in on a barge, or container located within a barge utilize fire hoses to extinguish and/or keep container(s) cool. Personnel access should not be permitted on the barge until deemed safe by the Emergency Coordinator.
- Continue to coordinate fire-fighting activities until the fire is extinguished.
- Document fire specifics in appropriate incident report format.

### **3.1.9 GENERAL PERSONNEL RESPONSIBILITIES**

- In the case of a fire at the MTS, locate and pull the nearest fire alarm.
- Report the fire to the Emergency Coordinator.
- State your name and identify your present location in the MTS and the location and status of the fire being reported.
- Stay on the line for further instructions if the situation allows.

### **3.1.10 NON-ESSENTIAL PERSONNEL RESPONSIBILITIES**

- listen for PA announcements
- If so directed, proceed to the evacuation assembly area at the bottom of the MTS ramp and report arrival.

**3.2 ELIZABETH INTERMODAL TRANSFER- PORT OPERATIONS**

**3.2.1 COMPANY CONTACTS**

Name	Phone Number
Carmen Perez, Director Disposal Operations	(908) 413-8127
Anthony Barna, District Manager	(845) 596-2622

**3.2.2 EMERGENCY CONTACTS**

FIRE	Elizabeth Fire Department	911
ACCIDENT	Elizabeth Police Department	911
MEDICAL	Elizabeth Emergency Medical Services	911
ENVIRONMENTAL	NJDEP	
MARITIME	US Coast Guard	718-354-4225

**3.2.3 CONTINGENCY PLAN**

Security. WMNY and its personnel and all of its subcontractors and their personnel shall comply with all Applicable Laws and Security Regulations relating to the security of the Barges, the Containers, and the Terminal. Such security will abide by the requirements of the Department of Homeland Security, the U.S. Coast Guard, and the City of Elizabeth and State of New Jersey, relating to harbor operations. WMNY shall ensure that all employees working at its facilities have been screened, reviewed and vetted for security purposes and are in compliance with all applicable requirements relating to security, including, but not limited to, possession of valid identification documents.

Pollution Contingency Plan. WMNY and its Subcontractors agree that they will take appropriate and prudent steps to avoid or reduce the risk of pollution from accidents and spills of MSW.

Performance Contingency Plan. WMNY shall use its best efforts to arrange alternative performance capability at a marine terminal facility for use if the Terminal is not available to perform the Contract Services for an extended period. In the event that this cannot be arranged, WMNY will work with DSNY to have the collection vehicles diverted from Southwest Brooklyn to either the BQE or Varick Avenue Transfer Stations for container loading and rail transportation to the disposal sites.

### 3.2.4 POLLUTION CONTINGENCY PLAN

In the event that there is a pollution incident caused as a result of the loading, unloading, or storing of Municipal Solid Waste containers; WMNY will secure the area as required to abate the risk to the health and welfare of its employees and the surrounding environment. If there is reason to suspect that the Municipal Solid Waste may contain oil and/or chemicals, or that the incident may cause a navigational hazard to mariners; WMNY will notify the National Response Center as soon as reasonably practical. The WMNY Emergency Coordinator will be the responsible party for coordination of all local clean-up efforts.

The National Response Center is the sole Federal point of contact for incidents arising from the loading, unloading, or storing of Municipal Solid Waste at a Marine Terminal. The National Response Center will then notify the appropriate Federal, State, and Local agencies to coordinate a reaction plan.

A report can be made to the National Response Center by: calling 800-424-8802 24 hours a day, or using the online reporting tool found at <http://www.nrc.uscg.mill>

In the event the pollution incident does not impose risk to life or property, WMNY will perform the cleanup using its own employees. In the event that the pollution incident contains or is believed to contain hazardous materials, or puts undue risk to its employees or property, it will, at its discretion, contact a qualified Spill Response Contractor to safely remedy the situation. Any costs associated with the pollution incident will be assumed by the responsible party.

WMNY Elizabeth Intermodal Transfer Spill Response First call Contractor:

ACV Enviro  
180 Varick Avenue  
Brooklyn, NY 11237  
Phone: (718)656-7779

The Spill Response Contractor will maintain 24 hour x 365 day availability and provide immediate access to capable and qualified personnel. Upon notification of an incident by WMNY ACV Enviro, shall respond with all necessary labor, equipment and material to contain and cleanup an Average, Most Probable or Worst Case Discharge/Spill on land or on water, arising out of, or in connection with, operations at the Facility. They will respond promptly and, in any event, commence deployment of containment resources within 1 hour following such notification.

ACV Enviro (EPA Number NJ B003812047) has an OSRO (Oil Spill Response Organization) Level 1, 2, W3 River/Canals, and W1 & W2 Inland Classification with the United States Coast Guard. They also hold additional licenses with both State and Federal Agencies as a transporter of hazardous and non-hazardous waste and meet all of the above outlined criteria.

### 3.3 NORFOLK TUG-TUG BOAT OPERATIONS

#### 3.3.1 COMPANY CONTACTS

Name	Phone Number
Steve Mitchell	(203) 415-9876
Steve McGowen	(757) 237-7954

#### 3.3.2 EMERGENCY CONTACTS

Event	Government Body	Phone Number
FIRE	NYC Fire Department	911
MEDICAL	New York City Medical Response	911
ENVIRONMENTAL	NYCDEC	311
	ACV Enviro	718-656-7779
MARITIME	US Coast Guard, NY	718-354-4225
	US Coast Guard (National Response Center)	800-424-8802

The Vessel Security Plan (VSP) Guidance in the American Waterways Operators (AWO) Alternate Security Plan (ASP) is based on a Vessel Security Assessment (VSA) for the tugboat, towboat and barge industry conducted by AWO using the Transportation Security Administration Maritime Self-Assessment Risk Model (TSMARM). The VSA can reveal weaknesses in the vessel's security posture and therefore shall be treated as a controlled document and maintained separately from the Vessel Security Plan (VSP). The VSA shall be maintained by the Company Security Office in a shore side office.

Each company is required to control and monitor access to towing vessels, barges, and their cargoes as well as the activities of crew members, visitors, and other individuals accessing or attempting to access the vessel. Crewmembers should assist the Vessel Security Officer with implementation of the VSP and report suspicious activity to the Coast Guard's National Response Center (NRC) at 1-800-424-8802.

#### 3.3.3 MARINE CONTINGENCY PLAN

If any component of the Contract Services System is partially or completely shut down or its use curtailed, or the Company reasonably expects an imminent curtailment of its ability to accept

Containerized Waste at or comply with the Container Availability Guaranty at a Marine Transfer Station (MTS), whether on a temporary or extended basis and regardless of cause, the Company shall immediately give an Operating Notice to the City as to the nature and probable duration of the shutdown or curtailment and begin and continue all commercially reasonable measures required to resume full performance of the Contract Services.

If the impacted component is marine service, the Company will identify fungible replacement tug service. Also, any available alternate transfer stations or disposal facilities that can directly accept DSNY Waste and by pass the MTS(s). The City and the Company will discuss the available alternatives, including the City's diversion of Elizabeth Intermodal Transfer Waste to other components of the City's solid waste management system, and establish a commercially reasonable plan to address the interruption in normal service, which may be comprised of one or more actions in combination.

For containers with DSNY Waste in transit on Barge or on site at Elizabeth, the Company will arrange for alternate transport and disposal service. The Company will mobilize road tractors and drop deck trailers to be loaded at Elizabeth Intermodal and transported to an Authorized Disposal Site defined in the contract or, in emergency situations, to other disposal sites reasonably acceptable to the City.

### 3.4 CSX-RAIL OPERATIONS

#### 3.4.1 COMPANY CONTACT

Name
Arthur Feygulson, Senior Account Manager

Phone Number
(412) 200-2208

#### 3.4.2 EMERGENCY CONTACTS

FIRE	Elizabeth Fire Department	911
MEDICAL	Elizabeth Emergency Medical	911
MARITIME	US Coast Guard	311

The CSX Public Safety Communication Center (PSCC) will notify the local SAP (Public Safety Access Point - city/county 911). In addition, NY DOT and NJ State Intelligence center] notifications are made by the PSCC for the following:

- a. All train accidents involving a passenger train.
- b. All train service accidents which causes delays to passenger train movements of more than 30 minutes.
- c. All train collisions (train-vs-train, sideswiped).
- d. All derailments
  - (1) Which occur on any tracks where the maximum authorized track speed for movement of freight trains is normally in excess of 25 miles per hour;
  - (2) Which involve any freight car or cars required to be placarded by the hazardous materials regulations (49 CFR part 172); or
  - (3) Which, regardless of lading, is a magnitude of more than five freight cars--or three freight cars if consisting of articulated platforms.
- e. All hazmat releases or hazmat spills.
- f. All deaths or injuries from a train accident which requires immediate hospitalization.
- g. All train accidents at a highway grade crossing.
- h. All bridge or track opening failures.

The Hazmat Crisis Communications Managers make NJDEP notifications when required.

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### 3.5 MOD FLOW – INTERMODIAL YARD OPERATIONS

#### 3.5.1 COMPANY CONTACTS

Name	Phone Number
Henry Fajardo, Site Manager	(908) 967-0467
Mike Calderon, Assistant Site Supervisor	(908) 966-3719
Brian Lamora, Operations Manager	(518) 466-8059
Marc Scena, Regional Operations Manager	(302) 598-6024

#### 3.5.2 EMERGENCY CONTACTS

Name	Phone Number
Henry Fajardo, Site Manager	(908) 967-0467
Mike Calderon, Assistant Site Supervisor	(908) 966-3719
Brian Lamora, Operations Manager	(518) 466-8059
Marc Scena, Regional Operations Manager	(302) 598-6024
Public Safety Call Center for CSX	(800) 232-0144

#### 3.5.3 INTERMODAL YARD CONTINGENCY PLAN

- Transflo Yard: Transflo will make every effort to maintain operations at current site. Alternate sites can be created in alternative yards in and around the Oak Island area. Yards will be established bided on available railyard space at secondary yard in Kearny, NJ, North Bergen, NJ or Oak Island, NJ. Machinery and staff will be relocated based on need.
- Rail Service: Transflo/Conrail/CSX operates multiple yards in the North Jersey area and is capable of re-routing service based on the overall need or operation.
- Additional consideration may be taken to use WM facilities at Varick Ave in Brooklyn, NY. This is a rail based facility and can be utilized for loading and offloading containers as needed.
- All environmental and Oil Spill incidents would go through Public Safety Call Center for CSX which would then contact corporate partners to enter site and provide appropriate services.

**4. DISPOSAL FACILITIES**

**4.1 HIGHACRES LANDFILL**

See Attachment A

**4.2 ATLANTIC LANDFILL DISPOSAL**

See Attachment B

**4.3 MAPLEWOOD (AMELIA) LANDFILL**

See Attachment C

**4.4 FAIRLESS LANDFILL**

See Attachment D

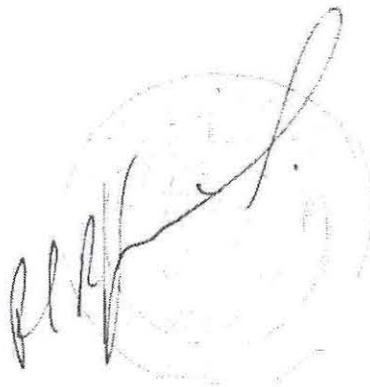
## **ATTACHMENT A**

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High Acres Landfill and Recycling Center

Waste Management of New York LLC

## Contingency Plan

A handwritten signature in black ink is written over a circular, faint stamp. The signature is cursive and appears to be 'R. R. R.'. The stamp is mostly illegible but seems to contain some text around the perimeter.

March 2017

The logo for Barton & Loguidice. It features a stylized 'B' and 'L' with the company name 'Barton & Loguidice' written in a serif font to the right. There are horizontal lines above and below the letters.

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High Acres Landfill and Recycling Center

Waste Management of New York, LLC

Contingency Report

March 2017

Prepared For:

Waste Management of New York, LLC  
425 Perinton Parkway  
Fairport, New York 14450

Prepared By:

Barton & Loguidice, D.P.C.  
11 Centre Park  
Suite 203  
Rochester, New York 14614

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## Table of Contents

<u>Section</u>	<u>Page</u>
1.1 General .....	1
1.2 Introduction .....	1
1.3 Site Personnel/Contacts .....	1
1.4 Control Committee .....	3
1.5 Location of Major Utility Shutoffs .....	5
1.6 Communications .....	6
1.6.1 Alert and Warning Systems .....	6
1.6.2 Media Relations .....	6
1.7 Vital Records .....	6
1.8 Vulnerabilities .....	7
1.9 Critical Areas .....	7
1.10 Evacuation .....	8
2.1 Construction Period Contingencies .....	9
2.2 Personnel Safety .....	9
2.3 Personal Injury Accidents .....	9
2.4 Dust Control .....	10
2.5 Noise .....	10
2.6 Equipment Breakdown .....	10
2.7 Unusual Traffic Conditions .....	10
2.8 Release of Toxic Materials .....	11
2.9 Trenching and Excavation Emergency Response .....	11
3.1 Operational Contingencies .....	13
3.2 Personnel and User Safety .....	13
3.3 Personal Injury Accidents/Confined Space Emergencies .....	13
3.4 Fires/Explosions .....	14
3.5 Explosive Landfill Gases Detected On-Site .....	15
3.6 Dust Control .....	16
3.7 Litter Control .....	16
3.8 Odor Control .....	16
3.9 Noise .....	17
3.10 Equipment Breakdown .....	17
3.11 Unusual Traffic Conditions .....	17
3.12 Vector Control .....	18
3.13 Receipt of Unauthorized Wastes .....	18
3.14 Deposition of Unauthorized Wastes .....	19
3.15 Releases of Hazardous or Toxic Materials .....	19
3.16 Diversion of Waste .....	20
3.17 Leachate Outbreaks .....	20

3.18	Presence of Leachate in the Secondary Leachate Collection and Removal System (LCRS)	20
3.17.1	Presence of Leachate in the Secondary Pipe Containment	21
3.19	Leachate Storage Facility at or Above Capacity	22
3.20	Leachate Tank Spills or Leakage	22
3.21	Leachate Truck Spill or Accident	23
3.22	Interruption of Service by Leachate Treatment Facility	23
3.23	Leachate Wet Well/Pump Station Damage or Vandalism	24
3.24	High Liquid Level Alarms and Liquid Detected in Manholes or Structures	24
3.25	Monitoring Well Damage or Vandalism	25
3.26	Temporary Operational Interruption by Inclement Weather	25
3.27	Winter Driving Conditions	25
3.28	Emergency Services	26
3.29	Power Outage	26
3.30	Communications Outage	27
3.31	Monitoring, Maintenance and Safety Equipment	27
3.32	Detection of Groundwater or Surface Water Contamination	28
4.1	Natural Disasters	29
4.2	Earthquake	29
4.3	Flood	29
4.4	Tornado/Hurricane	29
5.1	Other Emergencies	31
5.2	Systems/Computer – Related Emergencies	31
5.3	Train Derailment	31
5.4	Civil Disturbances	31
5.5	Labor Strikes	31
5.6	Bomb Threat	32
6.1	Post-Closure Contingencies	33
6.2	Cap System Settlement, Erosion or Damage	33
6.3	Stormwater Control System	33
6.4	Leachate Outbreaks	33
6.5	Gas Management System	34
6.6	Vectors	34
6.7	Structures	34
6.8	Fires	34

Figures

Figure 1 - Overall Site Plan

## 1.0 General

### 1.1 Introduction

This Contingency Plan has been developed in accordance with the requirements set forth in 6 New York Codes, Rules, and Regulations (NYCRR) Part 360 Section 2.10 to address courses of action to be taken in responding to emergencies or other unusual circumstances involving the personnel and/or property of the Waste Management of New York, LLC (WMNY) High Acres Landfill and Recycling Center (HALRC) facility, located in the Town of Perinton and the Town of Macedon, New York.

Since the exact nature and extent of an emergency cannot be anticipated, this *Contingency Plan* is organized to assign responsibilities and outline procedures and, at the same time, provide for maximum flexibility in handling emergency circumstances that might occur at the HALRC facility.

### 1.2 Site Personnel/Contacts

An up to date listing of name, title, and phone numbers for the key WMNY staff at the HALRC should be maintained and posted on site in all site offices and near all telephones. In addition, the name, title, and phone numbers for all outside contacts associated with the HALRC including emergency services and environmental emergency specialists shall also be maintained in the same locations. This information can specifically be found in the site's Emergency Action Plan as well as the pocket on the following page.



# HIGH ACRES LANDFILL AND RECYCLING CENTER

425 Perinton Parkway, Fairport, NY 14450

NAME	TITLE	EXTENSION	CELL NUMBER	FAX NUMBER
<b>Main Office 223-6132</b>				<b>585-223-6898</b>
Jeffrey Richardson	Senior DM	222	585-820-3678	
Bob Doohan	Comptroller	213	585-202-4965	
Nicole Fornof	Public Relations Rep	206	585-402-5614	
Tom Grossman	Operations Manager	200	585-261-3577	
Lynn Ranallette	Admin Support	210	585-208-7258	
Dave Kay	NYSDEC	208	585-478-5324	
Martin Miller	Environmental Protection	204	585-303-9248	
Thomas Hasek	Gas Ops Supervisor	228	585-233-7139	
Conference Room		201		
Mail Room		202		
<b>Scale House</b>				<b>585-223-9164</b>
Jolene Frutchey	Operations Specialist	236	585-520-1633	
Mary Maloney	Operations Specialist	236	585-259-4004	
<b>Maintenance Shop</b>				<b>585-223-0752</b>
Randy Thompson	Sr. Mechanic	240	585-645-4173	
Andrew Moline	Mechanic		315-573-8974	
Randd Morehouse	Mechanic		315-576-9456	
<b>Operations</b>				
William Meckley	Landfill Foreman		585-233-5185	
Bob Bailey	Operator		585-355-0400	
Wade Brothers	Operator		315-745-0234	
Brian Fisher	Operator		585-402-5913	
Scott Flack	Operator		585-732-3558	
Jack Holmes	Operator		585-202-0931	
Richard Jozwiak	Operator		585-309-7260	
Brandon Meacham	Operator		315-651-3314	
Rick Meisenzahl	Operator		585-624-8233	
Jason Rowe	Operator		315-879-1040	
Craig Smith	Operator		843-597-8243	
Joe Spratley	Operator		315-702-7239	
Charles Wheeler	Operator		315-651-2559	
Kheaum Rasphong	Laborer		585-202-7872	
Willie Johnson	Laborer		585-202-3245	
<b>Gas Technicians</b>				
Chad Bates	Gas Tech		585-944-2702	Cell
John Marvin	Landfill Tech		585-545-8594	Cell
Marc Meyer	Gas Tech		585-233-3028	Cell
<b>Power Plant 223-8150</b>				
Mike Dietz	Power Plant		585-472-3559	Cell
Richard Marvin	Power Plant		585-545-1569	
Robert Hamilton	Power Plant		585-953-4544	

Push to talk

SCALEHOUSE	585-362-2390
HIGH ACRES OPS	585-202-0931
HIGH ACRES OPS 2	585-202-4351

NAME	TITLE	EXTENSION	CELL NUMBER	FAX NUMBER
<b>Rail Operations</b>				
Stephen Gefell	Rail Foreman		585-953-0580	
Mark Matoushek	Material Handler		585-737-6669	
Josh Bruch	Rail Driver		315-856-0947	
Kevin Gendron	Rail Driver		315-310-0892	
Zach Jozwiak	Rail Driver		585-709-9780	
Alan Knapp	Rail Driver		585-489-9759	
Phil Tharp	Rail Driver		585-474-6088	

**OTHER IMPORTANT NUMBERS**

NAME	TITLE	NUMBER	EXTENSION	FAX NUMBER
Jerry Billitier	Electrician	585-202-7694		
Sue Rossi	Sales	585-512-2460		
		585-259-9408	Cell	
Payment Center/RMC		1-866-363-1033	Option 3 forwards to Massachusetts	
Call Center		585-254-3500		
Commercial Sales - Special Waste (Model City)		1-800-843-3604		
Norma Jean	Falconer	315-690-9960	Work	
		585-755-9412	Cell	
Dave Humphrey	Humphrey Electric	585-494-2400		
Ann Stagnitto	Mt. Read	585-647-5210		
Mia Ioannone	Mt. Read	585-647-5233		
Daun Matoushek	Mt. Read	585-647-5213		
Alpco		315-986-8900		
MRF	Scales	585-254-0007		
MRF	Office	585-254-0012		
Kim King - Mill Seat	Operations Specialist	585-512-2465		
Beckie Shove - Mill Seat	Admin	585-512-2456		
Joe Prospero	Sales - Mt. Read	585-202-3836		

### 1.3 Control Committee

The Control Committee is comprised of the key facility personnel in charge of responding to emergency situations and who shall assemble at the control headquarters as quickly as possible in the event of such an emergency. The Control Committee consists of the District Manager and the Operations Manager. The phone numbers of the Control Committee personnel will be included on the emergency contact information described above.

Control headquarters will be maintained in the site Scale House or the Main Office if the Scale House is unusable.

The responsibilities of each member of the Control Committee are as follows:

#### **District Manager**

*(In the absence of the District Manager, the alternate is the Operations Manager.)*

- Determine whether emergency exists.
- Designate the location of the Control Headquarters.
- Notify members of the Control Committee that an emergency exists.
- Report the occurrence to the police and fire departments (911), the New York State Department of Environmental Conservation (NYSDEC) (585-226-2466), the Town of Perinton (585-223-0770), and the Town of Macedon (315-986-5932).
- Notify all site employees of current conditions and any actions that may be required.
- If the severity of the emergency warrants, follow the New York Market Incident Reporting protocol.
- Notify the Gallagher-Basset Insurance Company at 1-800-635-1550.
- Coordinate the emergency operations of the Control Committee.
- Coordinate with Community Relations representative before communicating with news media concerning the emergency. Reports to the press may include what has occurred, the time and location of the incident, existing hazards to people in the immediate or surrounding areas, and whether the situation is under control. Reports to the press may not include any statements as to the probable cause or estimate of damage. There must be no guessing or speculating.

- Withhold the name(s) of the injured, the extent of injury, and other personal information from the press until next of kin is notified.

### **Operations Manager**

*(In the absence of the Operations Manager, the alternate is the Landfill Foreman.)*

- Report the occurrence of an emergency situation to the District Manager as soon as possible.
- Organize and direct repair crews immediately after emergency and obtain outside assistance if necessary.
- Determine whether buildings should be evacuated.
- Assign a security force to prevent unauthorized personnel from entering the buildings or site.
- Have tools available for necessary shutoffs.
- Serve as advisor regarding the switching and use of electrical circuits.
- Contact local authorities regarding utilities (e.g., power and water) during and after the emergency.
- Have drawings showing company property, buildings, utility services, and sewer systems available.
- Verify that all employees, visitors and contractors on site are accounted for.
- Ensure that the designated security force does not allow reporters or photographers on company property unless specifically approved by the District Manager.
- Contact the families of injured employees.
- Monitor news as it is released by radio, television, and/or newspapers and correct inaccurate information as soon as possible.
- Coordinate with local and corporate Community Relations departments to monitor social media activity.
- Receive members of the press in a courteous manner and make them aware that they will receive any news of the emergency as soon as possible.

#### 1.4 Location of Major Utility Shutoffs

The locations of major utility shutoffs at the HALRC facility are presented below:

##### **Electricity Control Locations**

The main breaker panel for the Main Office is located in the mechanical room in the southwest corner of the building. The main breaker panel in the Maintenance Building is located in the southwest corner of the building. The main breaker panel in the Scale House is located in the basement.

##### **HALRC LFGtE Facility**

The HALRC LFGtE Facility utilizes a computer-operated system equipped with automatic emergency shutdown features.

##### **Water Service Locations**

All water supplied at the site originates from the Monroe County Water Authority. The main shutoff valve for the Main Office is located in the mechanical room. The main shutoff valve for the Scale House is located in the basement. The main shutoff valve for the Maintenance Building is located in the janitorial closet in the break room. A water main shutoff valve for the **entire site** is located near the fire hydrant closest to the Resident Drop-Off Center.

##### **Propane Gas Control Locations**

The main propane shutoff valve for the Maintenance Building is located on the north side of the Maintenance Building floor. The main propane shutoff valve for the Storage Barn is located directly on the propane tank, located to the north of the barn.

##### **Landfill Gas Collection System Control Valve Locations**

The main shutoff valve for the gas collection system is located at the power production plant. There are several smaller shutoff valves for the various segments of the gas collection system throughout the system. Contact the LFGtE Facility Manager or District Manager prior to adjusting any valves.

## 1.5 Communications

### 1.5.1 Alert and Warning Systems

Site employees, contractors, visitors, and other personnel will be properly and quickly notified during an emergency. The District Manager will be responsible for coordinating this notification. An audible warning system (air horn) located in the Scale House will be utilized at the site to signify an emergency.

A two-way radio is currently utilized at the facility to communicate with HALRC personnel. Radios are located in the following areas:

- Scale House;
- Main Office;
- Maintenance Building;
- LFGtE Facility;
- Rail Unloading Facility;
- All site vehicles/equipment; and
- other Waste Management, Inc. (WMI) locations (hauling company and disposal vehicles).

The Operations Manager and Landfill Foreman's vehicles are also equipped with a two-way radio for quick response, in addition to cell phones.

The Scale House and most pieces of heavy equipment at the working face are equipped with CB radios that can be used to contact third-party long-haul truckers. Key equipment operators are equipped with cellular phones to contact inter-company vehicles, site management, or emergency services.

### 1.5.2 Media Relations

The facility District Manager has been designated as spokesman to coordinate media relations at the site, cooperating, where possible, or explaining why cooperation is not possible. Community Relations representative is the District Manager's alternate.

## 1.6 Vital Records

Records that are considered vital or essential for reconstitution or continuation of operations and that warrant careful handling and storage in a secure location or in offsite locations include the following:

- scale transaction computer files;
- payroll and personnel files;
- legal documents;
- licenses and permits;
- environmental records; and
- leases.

### 1.7 Vulnerabilities

Areas that have the greatest potential for an emergency to take place are:

- LFGtE Facility (located south of the landfill)
- Rail car unloading area (located southeast of the landfill)
- wood chipping area (located east of the landfill area)
- working face of the landfill (location varies)
- compost area (located east of the landfill area)
- Maintenance Building (located north of the landfill area)
- fuel storage area (located immediately south of the maintenance area)
- construction areas (location varies)
- riser houses/pump stations/manhole 3A/MGM (locations vary)

### 1.8 Critical Areas

Losses that could be the most harmful or costly would include:

- LFGtE Facility
- diesel fuel tank
- gasoline fuel tank
- waste oil tank
- condensate tank
- leachate/condensate pump station
- manholes
- scale house
- main office
- leachate/condensate discharge area
- maintenance building area
- propane tanks

## 1.9 Evacuation

If it should become necessary to evacuate site buildings, the following procedures should be followed:

- Shut off all equipment and utilities.
- Proceed out the designated exits in an orderly fashion and congregate in the Scale House parking lot.
- The Operations Manager and LFGtE Facility Manager must account for their crews.
- In most emergency situations; the windows and doors must be closed. However, in the case of a BOMB THREAT, all windows and doors should be opened to reduce damage caused by an explosion.
- See the Site Plan (Figure 1) for exits for all offices and the locations of all fire extinguishers and pull boxes.

## 2.0 Construction Period Contingencies

### 2.1 Personnel Safety

All contractors working on the project must comply with the U.S. Department of Labor Safety and Health Regulations for construction promulgated under the Occupational Safety and Health Act of 1970 (PL 91-596) and under Section 107 of the Contract Work Hours and Safety Standard Act (PL 91-54), as amended.

All contractors' employees must have completed the WMI Contractor Safety Orientation prior to working onsite.

In order to protect the general public and the Contractor's employees, all Contractors must comply with all Federal, State, and local laws and regulations, including pertinent provisions set forth in the latest issues of the Federal Register, Bureau of Labor Standards, Occupational Safety and Health Regulations, New York State Industrial Code Rule 23 pertaining to Trenching Operations, and the "Manual of Accident Prevention in Construction" issued by the Associated General Contractors of America, Inc. All Contractors must maintain an accurate record of all cases of death, occupational disease, and injury requiring medical attention or causing loss of time from work, arising out of and in the course of employment on work under their Contract. In case of a conflict between these authorities, the most stringent requirement will prevail.

All Contractors shall have on the project site at all times, while work is in progress, at least one person skilled in safety procedures and familiar with local, State and Federal safety and health regulations. This person shall be responsible for observing methods and procedures and shall have the duty and authority to stop and/or correct all unsafe conditions.

### 2.2 Personal Injury Accidents

First aid kits will be required at each work site during construction. Any accident or injury must first be tended to by administering appropriate first aid. In the event of an accident requiring more than simple first aid, 911 will be called to report the accident. The victim will be transported to a hospital designated by the emergency medical agency, when appropriate. Accident and injury report forms will be required to be completed for each accident in accordance with the Occupational Safety and Health Regulations.

Each work crew will be equipped with a means of mobile communications such as a two-way radio or portable cellular telephone to insure that calls for emergency service can be made promptly from all work sites.

### 2.3 Dust Control

Dust control will be maintained through the spraying of water on roadways as needed during dry weather. In addition, the soils for liner construction will be moistened as needed. A water truck will be utilized to apply water, and no chemical dust control methods will be allowed. The potential for dust creation will be minimized by keeping soil borrow areas and other unvegetated areas to the smallest practicable working size. In addition, vegetation will be established as quickly as possible on unvegetated areas which will not be used for a significant period of time.

### 2.4 Noise

The following noise control practices will be implemented during construction:

- All construction equipment will be equipped with proper mufflers to limit noise.
- No heavy equipment operation, except when necessary for liner preparation and placement, will be permitted between sunset and sunrise. Work will be limited, when practical, to normal working hours. Extended construction hours of 5:00 a.m. to 9:00 p.m. may be necessary to conduct liner preparation and placement operations to take advantage of appropriate weather conditions.
- In the event that construction hours need to be extended beyond daylight hours, NYSDEC approval will be obtained and noise monitoring will be performed as necessary.

### 2.5 Equipment Breakdown

All Contractors will be required to complete the work of their contract in a specified time period. In the event of equipment breakdown, the Contractor will be responsible to repair the equipment in a timely manner. In the event the equipment cannot be repaired, the Contractor will be required to locate adequate replacement equipment to accomplish the work.

### 2.6 Unusual Traffic Conditions

All Contractors will be responsible for securing any oversize or overweight permits necessary for moving construction equipment or materials to and from the construction site.

## 2.7 Release of Toxic Materials

The Contractor will be required to perform all maintenance and repair work on construction equipment and to store all chemicals, fuel oil, lubricating oil and similar materials in a secured area at least 150 feet from any stream. All waste oil will be properly collected and taken off the site. The site has a current Stormwater Pollution Prevention Plan (SWPPP) and Spill Pollution Control and Countermeasures (SPCC) Plan that should also be referred to if there is a release.

In the event of a spill during construction, the Contractor will immediately notify the facility's on-site representative, the New York State Department of Environmental Conservation (NYSDEC) Region 8, and the NYSDEC Spill Hot Line (1-800-457-7362). If necessary, the Contractor will call a NYSDEC permitted spill cleanup contractor to the site to clean up the spill.

## 2.8 Trenching and Excavation Emergency Response

In the event of a trench or excavation cave-in where an employee's life is in danger, the following plan will be followed.

**Employees will not enter the trench to attempt rescue unless the trench is deemed safe to enter by a qualified competent person.**

An employee will contact the Scale House and instruct the operator to:

- call 911 for immediate assistance;
- summon all available employees to the area, asking them to bring shovels; and
- station an employee at the entrances of the facility to be on hand when the emergency vehicle arrives and to immediately escort it to the excavation.

After contacting the Scale House, the employee shall perform the following:

- Attempt to somehow mark the spot if the employee is totally buried.
- Leave all equipment on (e.g., blowers, pumps) and continue air monitoring activities.
- Begin making the excavation safe by sloping, benching, or shoring, where appropriate, always taking precautions not to injure the employee.

- When it is safe to enter the trench, enter and begin hand shoveling with as many employees as possible. Heavy equipment is not to be used for excavation purposes unless directed by a qualified emergency response person or agency.
- When the individual has been rescued, seek medical attention for him/her immediately.
- Contact the appropriate management as soon as possible either during or after the emergency.
- Begin an investigation into how the cave-in occurred.

### 3.0 Operational Contingencies

#### 3.1 Personnel and User Safety

To ensure personnel safety, WMNY will furnish and require the use of protective gear for employees in accordance with all local, State and Federal laws and regulations. All new employees will be provided with safety training prior to commencing work. An annual safety refresher will be held for all employees. WMNY will inform its employees promptly of any changes in procedures and regulations as they occur.

The leachate transfer manholes, leachate pump stations, sideriser pump stations, and other structures have the potential to accumulate gases and are not designed for human occupancy. Therefore, they are identified as confined spaces. WMNY personnel do not conduct confined space entry. Appropriately trained contractors will be retained for conducting work in confined spaces. All work on or in a confined space must be performed in accordance with 29 CFR 1910.146.

Drivers of trucks which are authorized to deliver waste to the landfill must comply with the rules and procedures established by the WMNY. Drivers not complying with the direction provided by the HALRC personnel will be reported to their superiors. Repeat offenders will be barred from the site. Landfill personnel will instruct the vehicle operators where to unload to minimize any risk to the driver or landfill personnel.

#### 3.2 Personal Injury Accidents / Confined Space Emergencies

Any personal injury accidents will be dealt with initially by implementing first aid procedures at the site. Emergency 911 will be called to respond to the site when circumstances require. The relevant emergency response numbers will be conspicuously posted by all telephones in the landfill buildings to ensure a timely response. WMNY will provide first aid training to all personnel at the time of their employment.

Records will be kept of all accidents on forms prepared by WMNY. All accidents will be promptly investigated to determine if changes should be made to operation procedures to avoid repeated or similar accidents.

In the event of a confined space emergency where an employee's life is in danger, the following plan will be followed.

**WMNY employees will not enter the confined space to attempt a rescue.**

An employee will contact the Scale House and instruct the operator to do the following:

- Call 911 for immediate assistance and state that this is a confined space emergency.
- Note: Upon calling 911, the local Fire Department will be dispatched. The City of Rochester's Confined Space Rescue Team will be dispatched under the Mutual Aid System.
- Station an employee at the entrance of the facility to direct emergency personnel to the confined space area.
- When the individual has been rescued, seek medical attention for him/her immediately.
- Contact the appropriate management personnel, as outlined in Section 1 of this Contingency Plan, as soon as possible after the emergency.
- Begin an investigation as to the root cause of the incident.

### 3.3 Fires/Explosions

The primary risk of fires at the site will arise from small amounts of smoking or smoldering waste which is mixed with other wastes shipped to the landfill.

In the event that smoking or smoldering waste is delivered to the landfill, it will be pushed aside and covered with soil. The waste will not be placed in the landfill until it is cool. The responsible hauler will be notified to review and implement, as necessary, corrective procedures.

In the unlikely event, smoking or smoldering waste is detected in an intermodal container when it is unloaded at the working face, the transfer station will be notified to review and implement, as necessary, corrective procedures. All intermodal transport trucks will be equipped with fire extinguishers in the cab.

Small fires which occur in the upper lifts (depth of 20 feet or less) of an active cell after placement of waste will be extinguished by excavating the waste, spreading it out, and covering with soil until it is cool. These fires will be handled by landfill personnel with on-site equipment. Small fires may also be fought with on-site fire extinguishers and, when appropriate, the water truck. All heavy equipment and pickup trucks which operate on or near the active landfill cell will be required to have a fire extinguisher in the cab.

Larger subsurface landfill fires (depth greater than 20 feet) may not be able to be handled by HALRC personnel. Excessive surface settlement, venting of smoke through cover soils, high carbon monoxide content in the LFG extraction system, and elevated temperatures in the LFG extraction system are possible subsurface fire indicators. If a deep seated fire occurs within the waste mass, NYSDEC Region 8 shall be notified immediately. Specialized landfill fire contractors may be necessary to extinguish a deep seated landfill fire. Possible fire control techniques include water injection or inert gas injection. Additional borings may be necessary to analyze the waste mass and provide added injection points.

Fires in any of the structures or other fires requiring assistance will be immediately called into 911. In the unlikely event that additional fire equipment is needed, additional fire departments will be called.

Upon hearing an explosion in the near vicinity, take the following actions:

- Check for fire and execute procedures for fires.
- Alert the Monroe County Emergency Communication Department by calling 911.
- Evacuate personnel following the evacuation procedures.
- If evacuation is necessary, shut off all utilities

### 3.4 Explosive Landfill Gases Detected On-Site

Due to the lining system beneath the Western and Parkway Expansions, gas migration will be limited to the landfill side slopes and waste mass and ultimately collected through the landfill gas collection system or landfill final cover system. However, the Closed High Acres Landfills do have the potential for gas migration through the soils below the landfill into other portions of the site. The age of the waste in these areas, however, makes such migration unlikely.

A methane gas detection alarm is located in the basement of the Scale House, the first floor of the Scale House, the second floor of the Maintenance Building, the mechanical room of the Main Office, and the LFGtE Facility. If the alarm sounds, the buildings will be evacuated, and the emergency coordinator will be notified. The LFGtE Facility Manager will be notified immediately to assist in determining the extent, if any, of gas migration. An investigation will proceed to determine whether the alarm was malfunctioning or a problem exists. Portable gas detectors, located at the LFGtE Facility and Main Office, will be used to verify the presence of gas.

If gas is detected in the landfill buildings, WMNY will notify the NYSDEC Region 8 within seven days and will initiate corrective actions. Corrective actions taken must initially ensure the safety and protection of all operating personnel. Upon assessing the potential for personal injury, corrective action will involve determining the extent of the gas migration and installing a passive or active gas system between the landfill and nearby structures. The system implemented must effectively reduce the explosive gas concentrations to levels in compliance with Part 360-2.17(f)(1).

### 3.5 Dust Control

Dust control on access and haul roads will be accomplished by means of a water truck, and by limiting the size of unvegetated areas (such as borrow areas) to the minimum practicable operational size. Vegetation will also be reestablished as quickly as possible on areas which will not be used for a significant period of time. Additionally, the main access road to the landfill area is equipped with a dust control system.

The use of waste oils to reduce dust emissions on unpaved access roads will not be permitted. In addition, the uses of chemical dust suppressants will not be permitted unless approved by the NYSDEC. Dust emissions from paved roads in the vicinity of the landfill will also be controlled using a street sweeper to prevent the buildup of mud or dirt on the road.

### 3.6 Litter Control

Litter will be controlled at the active facility by a combination of permanent and temporary measures. Permanent measures include the installation of fencing around the landfill to aid in the collection of windblown refuse. Temporary measures include using temporary fencing near the working face to contain litter, depending on specific conditions. If periods of high winds cause excessive littering, the HALRC will hire temporary employees to pick up windblown refuse from the area around the facility.

### 3.7 Odor Control

There are several measures utilized by the HALRC to control odor at the facility:

- covering the waste with 6 inches of soil or an approved alternate material at the end of each working day;
- utilizing an odor neutralizer system;
- installing the final cover system; and

- installing an active landfill gas collection system (LGCS).

Should odors from the landfill operation become a problem offsite, the HALRC will commence an investigation to locate the source of the odors (e.g., working face, trucks) and initiate reasonable actions to eliminate or mitigate the problem. Potential actions to mitigate odors include:

- reducing the size of the working face;
- using increased thicknesses of daily cover;
- installing final cover over areas that have been filled to final grade; and
- installing vertical gas extraction wells or other collection components that are tied into the LGCS.

Refer to the Odor Control Plan of the Operations and Maintenance Manual for further information.

### 3.8 Noise

In the event that noise levels are ever higher than desired, the mufflers on the heavy equipment will be checked and retrofitted, if necessary. In addition, existing soil berm or vegetation buffers will be supplemented, if necessary.

### 3.9 Equipment Breakdown

In the event of equipment breakdown at the HALRC facility, one or more of the existing pieces of equipment available at the site will be utilized to continue the daily landfill operations. As described in the Operation and Maintenance Manual, sufficient equipment exists on site to allow HALRC to continue operations in the event that isolated equipment breakdown occurs. If inoperable equipment cannot be repaired or temporarily substituted with any of the available onsite equipment, replacement equipment is available from other WMNY facilities in the area, as well as from local rental companies. Equipment repairs are made in the onsite maintenance facility or, in the case of major repairs, through the equipment manufacturer or licensed service representative. If equipment breakdown threatens to prevent continued landfill operations, additional equipment will be rented, as necessary.

### 3.10 Unusual Traffic Conditions

The present traffic volume of approximately 300 waste trucks per day to the existing HALRC facility does not interfere with the area's normal traffic flows. With the addition of delivering a portion of the waste stream by rail, trucks have been diverted from accessing the highway and local roads, and as a result, there

has been a reduction of the total number of trucks on the road per day. If there is an interruption in traffic flow or a backup caused by an interruption in landfill operations, landfill personnel are available to direct traffic onsite. Approximately 1,200 feet of entrance road exists from the Perinton Parkway entrance to the Scale House, which can accommodate about 40 trucks in a double line, and thus, can be used for traffic staging in unusually high volume conditions. Both the inbound and outbound scales can be utilized as inbound scales if needed. Most unusual traffic conditions experienced at the HALRC facility are caused by inclement weather. Operating procedures during inclement weather are discussed in the Operation and Maintenance Manual.

Unusual traffic conditions will generally consist of either mud or snow problems. Extended periods of wet weather may make traction difficult to and from the operating face. Each vehicle entering the operating face will be required to be equipped with front and rear tow hooks. Landfill equipment will be equipped with tow chains and will be prepared to tow vehicles in and out when necessary.

Snow removal on-site will be provided by a snowplow on the access roads, and by a front end loader or bulldozer within the landfill area. If towing is necessary, landfill equipment will be prepared to tow vehicles.

### 3.11 Vector Control

Proper site operation and maintenance are the keys to vector control. Operational procedures which will be used to control vectors include adequately compacting wastes, keeping the size of the landfill working face to the smallest practicable area, and properly covering wastes with daily and intermediate cover, as required. These procedures will limit the accessibility of the wastes and consequently deter birds and other vectors from using them as a food source.

If periodic inspections identify rodent activity, a trapping program will be implemented to reduce the rodent population.

HALRC employs a falcon program which aids in the control of gulls on the site. In the event that gull populations increase, the falcon program shall be evaluated and modified if necessary.

### 3.12 Receipt of Unauthorized Wastes

HALRC has a Special Waste Monitoring Plan that was developed to detect wastes that are not authorized for disposal at the HALRC. A description of the special waste program is given in the Operation and Maintenance Manual. Authorized wastes will include municipal solid wastes as defined in 6 NYCRR

Part 360, asbestos, sludge, and tanks, as approved by the NYSDEC. If unauthorized waste is detected on the working face of the landfill, the HALRC will require the hauler to remove it immediately. In cases where the hauler cannot be identified, landfill personnel will implement the following procedures:

- The unauthorized material will be separated from other waste on the working face, and information will be gathered to identify the waste (e.g., general composition, quantity, label [if applicable]) and the generator.
- The District Manager, the NYSDEC, Monroe County Emergency Services, Wayne County Emergency Management Department, and any other appropriate agencies will be notified, as deemed necessary.
- Landfill operations will be suspended, if necessary, to protect the safety of onsite personnel.
- Arrangement for a licensed hazardous waste hauler or disposal company will be contacted to transport the waste to an approved treatment or disposal facility.

Site operations will not resume until clearance is obtained from the HALRC District Manager (or designated alternate). All activities connected with the receipt of unauthorized waste will be recorded on the appropriate forms and will be filed at the landfill office and with the NYSDEC.

### 3.13 Deposition of Unauthorized Wastes

If it is determined, after the fact, that unauthorized wastes were delivered to and disposed at the site, first priority will be given to retrieving and removing these wastes. The operating records of the landfill (which will note the elevation of that day's cell, and grid points worked between that day) will enable the general location of the waste to be identified.

### 3.14 Releases of Hazardous or Toxic Materials

No hazardous or toxic material, as regulated by the NYSDEC, will be disposed of at the landfill. In the event that unauthorized waste is delivered (see 3.12) and spilled, then procedures for a hazardous waste spill will be employed. Since off-loading of waste will only be allowed within the lined area of the landfill site at the working face or at the rail unloading facility, any spill will be isolated. All proper cleanup actions will be taken.

The NYSDEC Region 8 (585-226-5400) and the NYSDEC Spill Hot Line (1-800-457-7632) will be notified immediately, and if necessary, a cleanup contractor will be called to the site. A listing of cleanup contractors and their telephone numbers will be maintained by WMNY at the landfill site.

Similar procedures will be followed in the event of a spill of fuel oil or hydraulic oil outside of the lined portion of the landfill from operations at the site. A supply of absorbent and spill containment materials will be maintained at the landfill to contain any fuel oil or hydraulic oil spill until it is cleaned up.

### 3.15 Diversion of Waste

Should a shutdown be required at the HALRC for more than 1 day, refuse would be diverted to the Mill Seat Landfill located in Riga, New York which is operated by WMNY. Where feasible, refuse could also be diverted to WMI facilities located in Chaffee, New York (Chaffee Landfill) or Erie, Pennsylvania (Lakeview Landfill).

### 3.16 Leachate Outbreaks

Leachate outbreaks will be minimized if proper operations and capping/covering procedures are executed. If a leachate seep does develop, the area of the seep will be excavated and a means of positive hydraulic conveyance will be installed to ensure that the leachate enters the primary LCRS or the interior of the waste mass. The repaired seep area will be routinely inspected to ensure that future seepage does not develop.

### 3.17 Presence of Leachate in the Secondary Leachate Collection and Removal System (LCRS)

The flow rate of leachate in the secondary LCRS can be measured independently for each discrete landfill cell drainage area. The secondary LCRS flow will be continuously monitored to determine the amount of leachate being collected by the system in gallons per acre per day (gpad). These measured flow rates are the basis for determining whether the Allowable Leakage Rate (ALR) for a landfill cell has been exceeded. The ALR, as set by 6 NYCRR Part 360-2.9(j)(4), is 20 gallons per acre per day based on a 30-day average.

If the measured secondary LCRS is less than the ALR, no action is to be taken. Flow rates at these levels are acceptable operational leakage rates and will have no significant environmental impact. In addition, this ALR value has been determined by the United States Environmental Protection Agency (USEPA) and NYSDEC to be an acceptable action leakage rate for double composite landfill liner systems.

In the event that the measured flow in the secondary LCRS exceeds the ALR for a particular landfill cell, the following actions will be undertaken:

- Try to pin point the general area of concern.
- Notify the NYSDEC Region 8 Solid Waste Office in writing within seven (7) days.
- Evaluate operational procedures to determine potential liner damaging operations or occurrences.
- Within 14 days, submit in writing a preliminary description of the amount of liquid, the suspected source, and how it will be corrected.
- Collect samples from the secondary LCRS of that cell for NYSDEC Part 360 Baseline Water Quality Analyses. A review of these analyses may assist in determining where the leak may be in the double composite liner system.
- Include the secondary LCRS as sampling points for quarterly NYSDEC Part 360 Routine Water Quality Analyses.
- Monitor quality and quantity of the pore water collection (groundwater suppression/underdrain) system flow.
- Evaluate all feasible corrective actions, including whether the filling process should be changed and whether any waste should be removed for cell inspection.
- Implement the appropriate corrective action as determined through the evaluation conducted above.
- Monitor remedial actions implemented for a period of 30 days and submit a report to the NYSDEC outlining the results of the remedial actions.
- If secondary LCRS leakage rates remain above 20 gal/acre/day, submit monthly reports to the NYSDEC describing the remedial actions implemented, the results of those actions and any new actions that need to be addressed or taken.

Resume normal operations and monitoring upon reducing the secondary LCRS leakage rate below the ALR.

### *3.17.1 Presence of Leachate in the Secondary Pipe Containment*

Leakage of the primary leachate conveyance pipes into the secondary containment pipe will be indicated by interstitial space of the dual contained piping. If leachate is present, the location of the leakage should be located by observing which pipe the leachate is coming from.

Once the leaking pipe is identified, flow to that pipe should be shut off either through valves located within the upstream structure, or by shutting off the pumps in the respective pump station. The source of the leak can then be determined by a camera inspection of the carrier pipe. Once the leak is located, it should be repaired and tested as necessary, and flow to the pipe restored. Any leachate contained in a transfer structure should be removed and disposed of through the leachate collection system. All information related to the identification, detection and corrective action of the leachate in the secondary pipe containment should be properly documented.

### 3.18 Leachate Storage Facility at or Above Capacity

The leachate storage tank system will be required to store leachate only if the ability to discharge to Monroe County sewer system at MGM is temporarily interrupted. If, during one of these interruptions, the storage capacity of the leachate storage tank is exceeded, the following measures may be implemented:

- The HALRC will increase the number and frequency of tanker trucks hauling leachate to an approved off-site wastewater treatment plant.
- The HALRC will temporarily cease pumping from the primary leachate collection system until there is available storage capacity in the leachate storage tank or until it is again possible to discharge into the Monroe County sewer system.

During the interruption, consideration must be given to ensure that head on the liner does not exceed 12 inches.

### 3.19 Leachate Tank Spills or Leakage

The leachate storage area consists of two leachate storage tanks and a secondary containment structure for the tanks. The Contingency Plan for the leachate storage area is as follows:

- Spillage contained within the secondary containment structure will be pumped into the leachate storage tank or Monroe County sewer system, as appropriate (this will be accomplished using portable pumps and hoses).
- If the leachate storage tank is ruptured, the leachate transmission system will be temporarily shut down until the leachate can be redirected to the Monroe County sewer system or tanker trucks.

- If the leachate flow exceeds the capacity of the storage tank, the pumps in each riser house will be shut down, and the leachate will be allowed to temporarily accumulate in the cells.

### 3.20 Leachate Truck Spill or Accident

Leachate is pumped from the storage tank into leachate hauling trucks that transport the leachate to a wastewater treatment plant that is under contract with the HALRC to receive the leachate. The leachate truck loading area is designed to have a containment structure to hold any spillage from the truck loading operation. The capacity of this containment area is approximately 15,000 gallons, which is greater than the capacity of virtually all leachate hauling trucks used at the facility.

WMNY will train its personnel in the procedures to be followed if a spill occurs during the hauling of leachate from the landfill to the wastewater treatment facility. After emergency services are called to deal with any injuries, WMNY will immediately contact the New York State Department of Environmental Conservation Spill Hot Line (800-457-7362) to report the spill.

Cleanup activities will be undertaken by HALRC personnel in coordination with any NYSDEC staff assigned to monitor the cleanup. Any leachate that is present as standing water will be pumped by HALRC personnel, using a portable pump, into a tank truck. Other remedial measures, appropriate to the amount and nature of the spill, will be implemented.

In addition, HALRC staff will notify the New York State Department of Health to evaluate potential health impacts and determine what, if any, water quality testing should be performed on nearby water bodies. In the event leachate is released into waters that are used for water supplies, the appropriate municipal officials (as well as the NYSDEC and the New York State Department of Health) will be promptly notified.

### 3.21 Interruption of Service by Leachate Treatment Facility

The leachate discharged from MGM is ultimately transported to Monroe County's Van Lare Wastewater Treatment Plant. If there is a closure of the Van Lare Wastewater Treatment Plant and the sewer system is temporarily unable to accept leachate from the HALRC, leachate will be stored in the onsite leachate storage tanks. Closure of the Van Lare Plant will be determined through communication with the plant operator. Leachate in the storage tanks will be pumped into tanker trucks that will take the leachate to Monroe County's Northwest Quadrant Treatment Plant, which HALRC has been given approval to use as an alternate treatment facility.

If the Van Lare Plant shuts down, the leachate removal pumps for all cells, except the active cell, will be temporarily shut off to minimize the possibility of overflow of the leachate storage tanks. Because shutdown times are usually rare and short (generally a few hours), it is anticipated that the amount of leachate buildup on the liner system will be less than 1 foot. HALRC maintains a current agreement with the Van Lare Wastewater Treatment Plant for disposal of leachate from the facility. Should the capacity of the leachate storage tank ever be exceeded, the contingency measures in Section 3.18 of this Contingency Plan will be implemented.

### 3.22 Leachate Wet Well/Pump Station Damage or Vandalism

In the event that the pump station piping or pumps are damaged or inoperable, the leachate inflow from the conveyance system will be shut off to the pump station by means of valves to allow for the repair of the damaged equipment. Upon ceasing the flow from the landfill, the piping or pumps will be repaired by evacuating the pump basins into portable tankers, then replacing the damaged equipment. Spare pumps and appurtenances will be kept on-site in the event of equipment breakdowns. In the event that a prolonged delay in operation of pump station or individual pump basin is encountered, temporary piping from the landfill leachate transfer manholes or sideriser pump station will be installed and portable pumps will be used to maintain leachate collection and storage until the necessary repairs have been completed.

In the event that a pump control panel malfunctions, power to the panel shall be turned off and the panel shall be investigated to determine the cause of the problem. In the event of a prolonged delay to leachate pumping due to the control panel, temporary piping from the landfill leachate transfer manholes or sideriser pump station will be installed and portable pumps will be used to maintain leachate collection until the necessary repairs have been completed.

The NYSDEC shall be notified within 24-hours of all leachate pump station malfunctions, damage or vandalism which will cause a prolonged delay in operations. A prolonged delay is considered 8 hours.

### 3.23 High Liquid Level Alarms and Liquid Detected in Manholes or Structures

A high liquid level alarm is located in the pump station, sideriser building sumps and other critical site areas.

A high liquid level alarm in the leachate pump station would be responded to as described in Section 3.22 of this Report.

Upon receiving a high level alarm the location shall be investigated to determine the situation. If flow into the structure can be stopped by using existing valves then valves shall be closed manually. In the case of the sideriser pump stations, the pumps shall be shut off to cease inflow into MGM. With the infiltration controlled, any liquid in the structures shall be collected and disposed of in the site's leachate collection system. Any repairs to piping, valves or structures must be made as soon as possible. Temporary bypass piping shall be constructed if necessary.

High levels may be caused by excessive groundwater, surface water infiltration, leachate pump failure, valve leakage, or pipe damage. In any case, the liquid shall be contained and disposed of in the site's leachate collection system.

#### 3.24 Monitoring Well Damage or Vandalism

If a monitoring well is damaged or vandalized, the NYSDEC Region 8 office shall be notified within 5 days and it will be checked to see if it has been destroyed beyond repair or plugged. If it has been, a replacement well shall be installed and the water quality tested in accordance with 6 NYCRR Part 360, and coordinated with NYSDEC staff.

If the well is not destroyed or plugged, it will be sampled to see if any contamination has occurred. If the well is contaminated, it will be pumped continuously until the wells baseline water quality is reestablished.

#### 3.25 Temporary Operational Interruption by Inclement Weather

Because of the weather conditions, during high wind conditions or during the winter months landfill operations may be suspended temporarily due to excessive winds, winter storms or extremely low temperatures. When weather conditions prohibit landfill access and operations, the NYSDEC will be notified as well as all transfer stations, and deliveries of waste will be prohibited until the landfill resumes operations.

#### 3.26 Winter Driving Conditions

During winter months, landfill personnel will contact the appropriate authorities that monitor the road conditions within the County and other transportation routes to the site to ascertain the driving conditions. If conditions are hazardous, landfill personnel will contact the transfer/convenience stations and any haulers scheduled to bring wastes to the landfill that day and instruct them to delay their shipments until further notified.

### 3.27 Emergency Services

In the event of an emergency at the landfill, the appropriate emergency agency will be notified. The District Manager shall have the primary responsibility for notifying the proper authorities in the event of an emergency. A list of appropriate authorities, including police, fire and New York State Department of Environmental Conservation, together with their telephone numbers, will be posted at key telephone locations at the landfill. To assure that WMNY is promptly notified in the event of any off-site emergency situations involving the transport of leachate or waste, a list of facility personnel, their telephone numbers and the order in which they are to be contacted will be provided to the Monroe and Wayne County Sheriffs, New York State Police and the New York State Department of Environmental Conservation. WMNY will assign appropriately trained personnel on a rotating basis to be available 24 hours a day to respond to any emergency.

Fires and personal injury accidents requiring assistance from local emergency service agencies will be reported to 911. The Dispatcher will coordinate the notification of appropriate local agencies to respond to the emergency.

From time to time, meetings will be held and tours of the facility will be conducted with representatives of all agencies which will provide emergency services to the landfill. The purpose of the meetings and tours will be to familiarize the agencies with the operations of the facility, the type of materials to be disposed at the landfill, and the layout of the facility. The location of fuel and oil storage areas, access routes, and the location, capabilities and types of on-site emergency equipment will be reviewed.

WMNY, as part of its training program, will instruct landfill personnel in the procedures set forth in the Contingency Plan. Landfill personnel will be informed about on-site conditions, fire exits from buildings, access roads, alarm systems, emergency procedures, emergency telephone numbers and the location and type of on-site emergency equipment.

### 3.28 Power Outage

In the event of a loss of power, the local power company will be contacted to determine the anticipated length of the power outage. Leachate valving shall be shut where required to eliminate possible overflow of the pump station. In the event of a prolonged outage, backup portable generators will be rented to provide power to operate the pump station, the weigh scales and other critical site operations.

Emergency lighting is provided in the onsite buildings in accordance with the requirements of the New York State Building Code so that personnel may safely exit the building.

### 3.29 Communications Outage

In the event of telephone or other communications outage, a landfill employee will call the service provider to report the problem (using a portable cellular telephone, if necessary). A radio system or a portable cellular telephone (if available) will be used at the landfill until telephone service is restored.

### 3.30 Monitoring, Maintenance and Safety Equipment

At a minimum, the following monitoring and safety equipment may be necessary in implementing various procedures outlined in the Contingency Plan. This equipment may be rented or provided by contract in an emergency situation. All operations and maintenance actions performed at the site shall be in accordance with applicable WMNY, local, state and federal safety regulations and procedures.

Manhole Entrance Equipment (for only those employees or contractors that are trained and certified):

- Portable manhole blower;
- Oxygen level indicator; and
- Harness.

Monitoring and Inspection Equipment:

- Auxiliary lighting (flashlights, etc.);
- Rope;
- Hip boots;
- Rubber boots;
- Disposable coveralls (Tyvek and Saranac); and
- Sampling and flow rate vessels and containers.

Gas Monitoring and Air Quality Monitoring Equipment:

- 4 gas meter; and
- Photoionization detector (PID)

WMNY will also provide the necessary tools in order to maintain or repair all equipment on-site.

### 3.31 Detection of Groundwater or Surface Water Contamination

If an increase in existing water quality values is detected at any of the environmental monitoring locations at the site, the Contingency Groundwater Quality Monitoring Program as outlined in the Environmental Monitoring Plan shall be followed.

## 4.0 Natural Disasters

### 4.1 Earthquake

The main concern during an earthquake is shielding yourself from falling objects. The actual movement of the earth is rarely the cause of death or injury.

If you are inside, stay inside the building, and follow the procedures below:

- Sit or stand against an inside wall or take cover under a desk, strong table, or in a doorway.
- Stay away from windows, glass, and outside doors.
- Do not use telephones.
- Do not light any matches, lighters, cigarettes, or anything else that may provide an ignition source and cause an explosion from gas lines that may have ruptured.
- Do not attempt to leave the building during a severe earthquake because of the danger of downed power lines, falling debris, and other hazards.

If you are outside during the earthquake follow the procedures below:

- Move away from buildings and utility lines.
- Watch for falling glass, electrical wires, utility poles, or other debris.  
(Source: Disaster Services, American Red Cross)

### 4.2 Flood

In the unlikely event of a flood, the Control Committee will be notified and all files and computers on the ground level will be moved to high ground. All effected utilities will be shut off, to the extent possible.

### 4.3 Tornado/Hurricane

In the case of a sighted, reported, or an eminently predicted tornado, the safest place is the basement of a building. The basement of the HALRC Scale House has been designated as a tornado shelter area for onsite personnel.

Tornados habitually travel in a general southwest to northeast direction, although their directional pattern can be somewhat erratic. Heavy rain, high winds, and hail generally accompany a tornado. Falling walls, roof sections, and high-velocity windblown debris are some of the hazards to personnel if a tornado enters the HALRC facility.

It is very important that HALRC personnel take safe haven before the tornado hits. DO NOT try to run outside in the event of a tornado.

Because hurricanes are a much slower developing weather situation, and weather forecasters are usually able to better predict their occurrence, the District Manager will determine the proper safety procedures to be followed in the event that a hurricane is predicted. Such actions may include closure of the facility and implementation of measures to protect the facility from impacts due to the hurricane.

#### 4.4 Lightning or Electrical Storm

In the case of lightning, the safest place is indoors. If you are inside, stay inside the building, stay away from windows, and do not touch anything metal or electrical. If you are outside during a lightning storm find shelter immediately. If you find yourself caught in a lightning storm, the key to minimizing danger is to get inside a protective structure.

## 5.0 Other Emergencies

### 5.1 Systems/Computer – Related Emergencies

For computer systems-related emergencies, except fires, call WMI's Corporate offices at the number provided on the emergency contacts lists. Notify the District Manager, Scale House Operator, Billing Manager, and Controller. When calling WMI's Corporate offices, be sure to have the site ID# (2277) available.

### 5.2 Train Derailment

Due to the fact that the HALRC is in close proximity to the CSXT main railroad tracks and HALRC utilizes the rail siding for the delivery of MSW and ADC, follow the plan of action presented below:

- Ensure that there are no injuries and everyone is accounted for.
- Notify CSXT (1-800-232-0144) of any perceived problem (Mile Post QC357.5).
- Follow the Evacuation Plan (included in Section 1.9 of this Contingency Plan) procedures if the slightest danger is perceived.

WMNY will offer the use of its heavy equipment to emergency crews to help mitigate any potentially serious problems.

### 5.3 Civil Disturbances

If a civil disturbance or demonstration should occur at the site, the best precaution would be to remain in the building itself and move away from the windows. If a civil disturbance or demonstration is predicted, the District Manager may instruct employees to evacuate the premises.

### 5.4 Labor Strikes

Although the threat of a labor strike is usually known in advance, in the event of a sudden labor strike, the District Manager will establish a strike force. A command center will be set up in the HALRC Main Office. The District Manager will immediately notify the appropriate WMNY staff, including the WMNY Market Area Assistant Vice President.

The District Manager will also notify other WMI landfills within the area to arrange for temporary workers.

### 5.5 Bomb Threat

In case of a bomb threat, follow these procedures:

- Evacuate the building.
- Convene at an identified location.
- Call 911 from a remote location.
- Secure and cordon off the area where the threat is targeted.

Instructions for persons who may be working in the position to receive bomb threats such as telephone operators and customer service representatives should be distributed to these employees during training so that they are prepared to deal with such situations.

### 5.6 Terrorist or Active Shooter

In case of a terrorist event or the presence of an active shooter, follow these procedures:

- Take note of the two nearest exits.
- If you are in an office, stay there and secure the door.
- If you are in a hallway, get into a room and secure the door.
- As a last resort, attempt to take the active shooter down. When the shooter is at close range and you cannot flee, your chance of survival is much greater if you try to incapacitate him/her.
- Call 911 when it is safe to do so.

## 6.0 Post-Closure Contingencies

The post-closure monitoring and maintenance program discussed in the *Operations and Maintenance Manual* will be implemented for the duration required by the NYSDEC. Routine maintenance will be performed as part of the post-closure operations. A monthly visual inspection should be performed on the landfill site to identify any problems that may need to be remediated. Unscheduled visual inspections should be performed after unusually heavy rainfall. As a guideline, inspections should be performed for rainfall exceeding the 2-year storm or intense short duration rainfall.

### 6.1 Cap System Settlement, Erosion or Damage

If the cap has settled such that a major ponding of water occurs, it may be necessary to repair the landfill cap. The repair will require the removal of the landfill cover soil and, if applicable, geomembrane liner over the entire settlement area. Upon removal, the settlement area must be brought back to presettlement drainage grades. The geomembrane should then be patched, covered and reseeded. The NYSDEC should be notified prior to major cap settlement remediation.

Any erosion in the cover soil should be repaired by replacing the eroded soil and compacting it prior to reestablishing the vegetative cover. Any loss in vegetative cover should be repaired by seeding, fertilizing and mulching the unprotected area.

### 6.2 Stormwater Control System

An inspection of the stormwater control system should identify any erosion, siltation and restriction to the flow of water in the stormwater detention basins, ditches, swales, culverts, down chutes, outlet structures, etc. All eroded areas should be repaired and additional stone added or reseeded to prevent further erosion. Any siltation or other restriction to the flow of water in the ditches should be removed and silt fencing or hay bales reestablished and/or additional erosion control devices constructed.

### 6.3 Leachate Outbreaks

Leachate outbreaks can be minimized by proper operations and capping procedures. If a leachate seep does develop, the area of the seep will be excavated and a means of positive hydraulic conveyance will be installed to ensure that the leachate enters the primary LCRS. The repaired seep area will be routinely inspected to ensure that future seepage does not develop. The

NYSDEC should be notified when a leachate outbreak is discovered during the post-closure inspections, and the remediation procedures will be implemented with prior NYSDEC approval.

#### 6.4 Gas Management System

Inspection of the gas collection system should include checking the risers for any physical damage or plugging and checking the cap system adjacent to the risers for any settlement. All plugs or clogs in the risers should be cleared, any damaged risers should be repaired, if necessary, replaced. If there are any settlements, these will be repaired as previously discussed (Section 6.1).

#### 6.5 Vectors

The presence of any vectors on the site should be identified. If the vectors are present, treatment should be to remove them from the site.

#### 6.6 Structures

All monitoring wells, site access structures and any other on-site structures should be checked to ensure that they are undamaged and have been secured. Any damaged structures should be repaired using suitable methods based on the nature of the damage. All structures should be re-secured immediately.

#### 6.7 Fires

Fires in any of the structures, gas management system or other fires requiring assistance will be immediately called into 911. In the unlikely event that additional fire equipment is needed, additional fire departments will be notified.

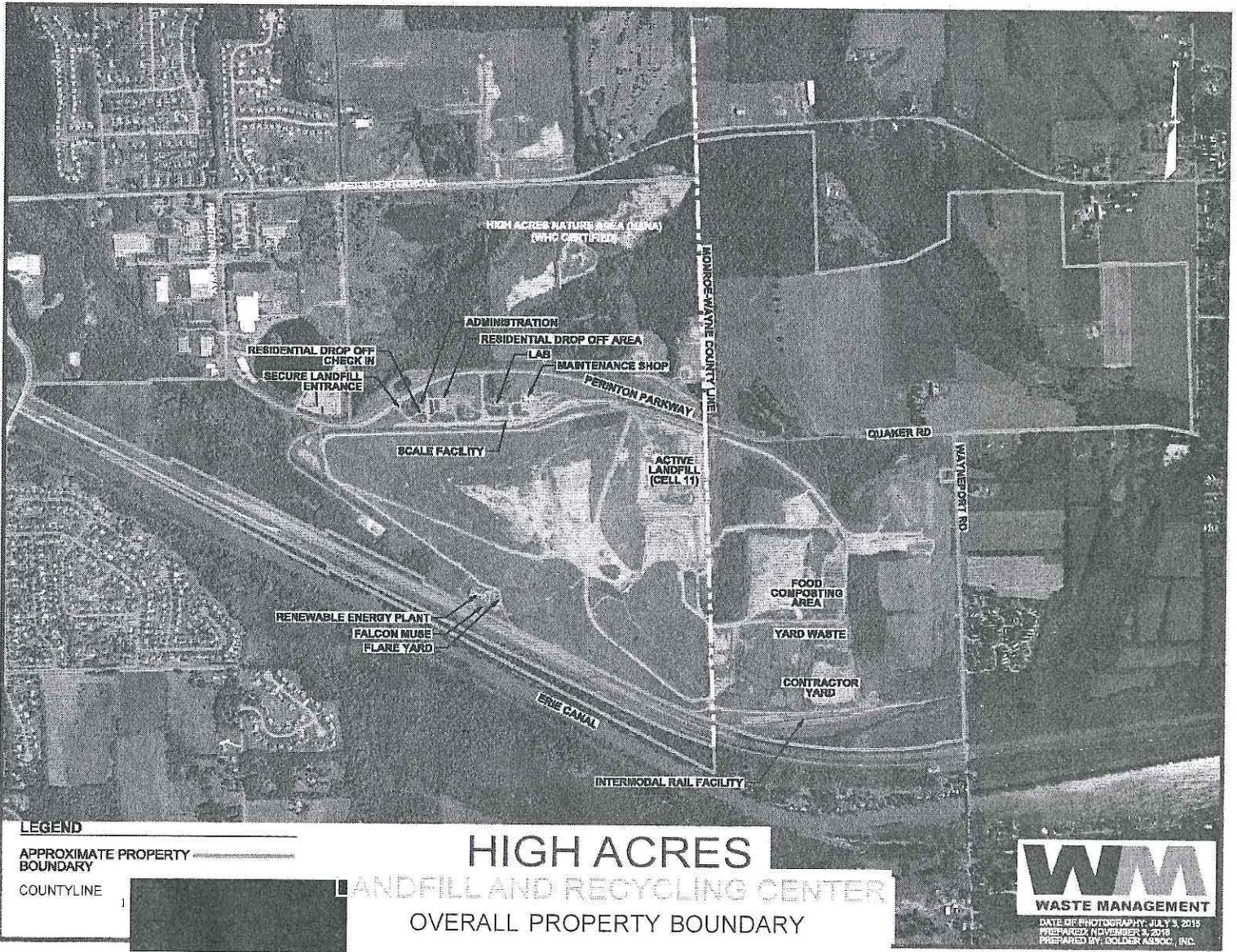
## Figures

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**Figure 1**

**Overall Site Plan**

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## **ATTACHMENT B**

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# **EMERGENCY CONTINGENCY PLAN**



## **ATLANTIC WASTE DISPOSAL, INC.**

**Atlantic Waste Disposal  
3474 Atlantic Lane  
Waverly, Virginia 23890  
Solid Waste Permit No. 562**

**November 2011  
Revised August 2013  
Revised July 2015  
Revised January 2016**

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## I. GENERAL

This Emergency Contingency Plan is a guide and a source of information to be used in emergency situations to minimize hazards to personnel and the environment.

## II. EMERGENCY RESPONSE

### A. Fire Control

#### 1. *General*

The Fire Control Plan addresses the preparation, warning, and response to an on-site fire. In addition, emergency contacts, emergency equipment, and evacuation routes are discussed in sections that follow.

#### 2. *Preparation*

Preparation for responding to a fire entails having the right equipment in good working order for the type of fire that could be encountered and employees trained in the use of the equipment. Employees shall not attempt to fight a fire that is larger than the size of fire they are trained to handle.

#### 3. *Warning*

The first employee to discover a fire shall immediately sound the alarm (air horn if outdoors, nearest alarm if indoors) and notify the supervisor, who will notify the emergency services and coordinator, as necessary (see Emergency Services below).

#### 4. *Action/Response*

##### a. *Extent of Fire*

The extent of response depends upon the size, type, and location of the fire. Small fires may be extinguished with a hand held fire extinguisher; larger fires may require a fire truck and/or outside emergency services. Fires too large to fight may require evacuation. Employees will respond to fires they have been trained to handle, and evacuate to pre-determined locations for larger fires.

##### b. *Methods for Extinguishing Fires*

Ordinary combustibles on fire can be extinguished with water and multipurpose dry chemical. Flammable liquids can be extinguished with type B fire extinguishers, foam, or multipurpose dry chemical. Electric fires can be extinguished with type C or multipurpose dry chemical. Water is prohibited on fires involving live electric circuits, and should not be used on flammable liquid fires, except by fire fighters trained to use water spray or fog on such fires, because of the potential to spread the fire with water.

c. ***Outdoor (Structural) Fires***

Fires at the Working Face - Smaller fires in the vicinity of the working face shall be controlled by pushing soil onto the burning material to cut off the oxygen supply. Stockpiled soil should be available around the current working face and may be used for this type of fire protection. Larger fires shall require assistance by the County Fire Department. Fire hydrants are provided in the operations area.

d. ***Indoor (Structural) Fires***

Fire extinguishing media will be used according to the type of fire (see 4.b above). Employees should not fight fires beyond the incipient stage. They should evacuate the area, sound the warning alarm, and notify the supervisor, who will summon the fire department.

**B. Spills**

Landfill employees shall report the spill or release of harmful material into the soil, air, or water to the landfill management (supervisors). Landfill employees shall make a safe and reasonable effort to contain spilled harmful materials. Available equipment may be used to construct containment berms and channels until a cleanup effort can be assembled. However, employees untrained in spill clean-up procedures shall not attempt the clean-up of hazardous materials. If untrained employees notice signs of exposure during containment of spilled hazardous materials, such as eye or respiratory irritation, headache, nausea, dizziness, etc., they shall leave the area immediately and report the incident to the supervisor.

Refer to the Unauthorized Waste Control Plan for procedures to follow if unacceptable materials are received at the working face.

**C. Personal Injury**

Landfill employees, contractors and visitors shall report all injuries to the landfill management. First aid treatment can be administered by the on-site CPR and first-aid responder. For serious injuries, the landfill operator or responsible individual shall determine whether emergency service is necessary and contact the appropriate medical facility.

**D. Emergency Services**

The agencies listed in the table below have been contacted and have agreed to be responsible for service to the landfill.

**EMERGENCY CONTACTS**

CONTACT	NAME	PHONE NUMBER(S)
Primary Emergency Contact	Jason L. Williams District Manager	(804) 814-5586 Mobile
Alternate Emergency Contact	Nelson Laine Operations Manager	(804) 641-8093 Mobile
Alternate Emergency Contact	Jory "Joe" Cox Site Engineer	(804) 347-4003 Mobile
Public Affairs Coordinator	Lisa Kardell Director of Public Affairs	(202) 258-1203 Mobile
County Police, Fire, Rescue	Sussex County Sheriff's Department Sussex County Courthouse Complex	911 (804) 246-5000, (804) 246-5361
Hospital	Southside Regional Medical Center 801 S. Adams St., Petersburg, VA	(804) 748-6118
Emergency Equipment	Caterpillar Carter Machine Co. 8362 Richfood Road Mechanicsville, VA 23116  Volvo McClung Logan Equipment Co., Inc. 1345 Mountain Road Glen Allen, VA 23060	(800) 768-5300          (804) 266-0000
Hazardous Waste Removal	ONYX Environmental Services	(800) 535-5053 (24 Hr Response) (804) 233-6981 Office

## **E. Emergency Equipment**

### **1. *Fire Extinguishers***

The extinguishers shall be multipurpose dry chemical for type ABC fires. They will be placed on all mobile equipment, in the scale house area, in maintenance facility areas, administrative offices and at all operating and electrical equipment areas.

### **2. *Spill Control***

Stockpiled cover material shall be used to control spills in the vicinity of the working face.

### **3. *Communications***

The entry control, administration area, maintenance area, operations center, truck weigh station, and equipment operators shall be equipped with radios to facilitate emergency and routine communications.

### **4. *Alarm Systems***

The smoke and fire alarm system requirements are specified in the Specifications for the buildings. An emergency siren is available at the scale house for use in an emergency.

### **5. *Auxiliary Pump***

This portable submersible pump shall be used to extract water from the holding pond in the event of a fire. The pump may also be used for the dewatering of low-lying areas due to localized flooding.

### **6. *Water Trucks***

The water truck is kept and maintained in the equipment maintenance area and is used exclusively for this facility. The water truck is generally used to spray the access roads and fill areas during abnormally dry conditions but can be used as an auxiliary pumper when required for fires.

### **7. *Equipment***

All fire equipment shall be restored to working order (replenished, etc.) as soon as possible after the fire emergency has ended. Operations in the affected area shall not restart until fire fighting equipment has been restored.

## **F. Evacuation Plan**

When evacuation is necessary, landfill personnel and any visitors on the site will be directed to the appropriate evacuation route.

### ***Primary Evacuation Route***

The most effective evacuation route is through the truck weigh station area and then northward through the main gate to Route 602. Then turn right and proceed to Route 460. The roadways in this area are constructed to allow for significant volumes of

incoming and outgoing traffic.

## **G. Elevated Temperature Safety Contingency**

The facility submitted an updated Gas Collection and Control System Design Plan for review on September 25, 2015 (dated September 23, 2015). The plan was amended to address the subsurface reaction which is elevating the temperature of the landfill gas causing increased settling of the landfill, and increased odors. This latest plan incorporates all of the changes requested by Virginia Department of Environmental Quality (DEQ) in the review of previous drafts. The final plan is dated September 23, 2015. The plan was approved by DEQ Air Compliance and Enforcement by letter dated October 29, 2015.

The elevated temperature projects require multiple contractors and crews. At this time, there are two contractors on-site full time with approximately 70 personnel supporting the elevated temperature construction projects.

The scope of work for the elevated temperature projects includes Temporary Capping project, well field and flare compound upgrades, improved leachate collection system and stability buttresses.

### **1. Safety Measures**

Safety is a top priority of Waste Management. Some of the additional safety measures implemented at the facility include the installation of 15'-by-15' metal well grates. The grates are installed around every well located in elevated temperature area, including the sinkholes where the former wells were located so if any hole reopens, it will be protected by the grate until it can be readdressed. AWD has also cordoned off the areas around the sinkholes and intends to replace caution tape with safety fencing. In addition, the facility installed "*Authorized Personnel Only*" signs to minimize traffic in the elevated temperature area. The facility also implemented the buddy system when it is necessary to conduct work in the elevated temperature area for WM personnel and third-party contractors. All personnel working in the elevated temperature area must have personal monitors for CO, H<sub>2</sub>S, LEL, and O<sub>2</sub>. All employees have been trained to leave an area if their safety or the safety of others is a concern and report the issues to site management immediately.

### **2. Evacuation Plans**

The facility has established an Emergency Preparedness Plan that includes an evacuation and mustering plan to account for all employees (WM and third-party). Appendix A – Restricted Area Evacuation Plan attached.

### **3. Slope Stability**

The site has constructed a 14-foot thick soil buttress at the base of Phase I cap. The previously utilized Trimble laser system is no longer necessary and has been taken out of service.

Description of Trimble laser system is included in Appendix B – Memo from Geosyntec.

### **F. Safety Training**

The District Manager will be responsible for development and implementation of a comprehensive safety program. The Manager's direct involvement in the program is essential for it to be effective. Safety rules and procedures will be prepared in written form, posted on the site, and distributed to each employee.

Each employee at the facility will be trained in proper work procedures, safety, and emergency response procedures. Employees who may be handling any potential harmful materials will be educated on proper material handling, compatibility, spill prevention and clean-up along with all applicable right-to-know requirements. Emphasis will be placed on prevention of potential emergency situations; however, emergency response practices are also covered.

Employees will be trained during their initial employment period. In addition, safety meetings will be held periodically. During these meetings, basic safety practices will be reiterated and any subsequent changes to facility operations or emergency response procedures discussed.

## **III. PLAN DISSEMINATION**

Copies of the Emergency Contingency Plan shall be distributed to all of the involved people and agencies listed previously in Section II.D. The service organizations shall file them accordingly. A copy of the plan shall be conspicuously posted on a bulletin board or in an information area in the administration and maintenance areas.

**APPENDIX A**

**Restricted Area Evacuation Plan**

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## SLOPE MONITORING and Contingency Plan

### 1 PURPOSE

The purpose of this procedure is to:

- Present an overview of Slope Stability conditions
- Establish a Restricted Area accessible to authorized personnel only
- Establish an Action Plan that defines:
  - The role of Spotters to evaluate landfill physical conditions
  - Signs of slope instability
- First Alert and Evacuation Procedures
- Describe who is responsible for various aspects of the plan
- Work as a supplement to other plans that specifically address risks associated with landfill gas, leachate, task-specific hazards, etc.

### 2. OVERVIEW

This procedure has been developed to help employees, visitors, and emergency response personnel respond to a pre-failure indicator or actual slope failure and protect them from personal injury and property loss resulting from that emergency.

A recent review of slope stability conditions for the Atlantic Waste Disposal (AWD), Inc. landfill site in Waverly, Virginia indicates that enhanced monitoring should be conducted along the northern and southern sideslopes of Cells 5A and 6A. A major slope failure can pose **serious health and safety threats** to workers at the site. As a result, this Plan has been prepared to describe recommended personnel safety protocols to be followed while necessary tasks are performed at or near the slopes of concern. The Plan also addresses the use of a Site Evacuation Alarm that includes the use of visual and audible pagers by employees, contractors and customers.

### 3. RESTRICTED AREA

A Restricted Area has been designated across portions of Cells 5 and 6 which outlines the area at highest risk for potentially dangerous conditions in the event of slope instability (based on an April 2015 evaluation). Only personnel performing vital functions who have been trained in these safety protocols and who have agreed to abide by them should enter the restricted area.

**AUTHORIZED PERSONNEL ONLY BEYOND THIS POINT**

## **4. ACTION PLAN WITHIN RESTRICTED AREA**

### **4.1. Situational Observer (Spotter)**

Entrance into the Restricted Area should only occur after a qualified situational observer (Spotter) has been trained and assigned to the area by the site's Senior District Manager or authorized representative. The Spotter must be qualified to understand the risks inherent in slope instability, be capable of recognizing the signs of instability (which are summarized below), and has been instructed on the site-specific conditions that would indicate potential instability. During the time deemed necessary, the Spotter will be dedicated full time to the spotting activity and will have no duties other than to monitor conditions for signs of instability, and warn other personnel of potential dangers that may be developing in the field.

A minimum of two spotters will be utilized per work area. The first spotter will be deployed at the toe of slope to observe the slope toe and face. The second spotter will observe the top of slope and adjacent plateau. Each spotter will have the following functional equipment in his possession at all times:

- CB radio with sufficient power to communicate with the Landfill's main office from everywhere on site
- Manually deployed Evacuation Flagging devices to visually communicate an immediate evacuation
- Handheld Audible Alarm to communicate an immediate evacuation
- Waste Management approved 4-gas monitor
- Proper PPE
- A copy of this plan, including figures.

### **4.2. Monitoring for Slope Instability**

While any employee or contractor is in the Restricted Area, the crest and base of the slope facing the field activity will be monitored by Spotters for signs of slope instability. Specific warning signs include:

- active crack generation;
- visible widening of existing cracks;
- surface subsidence
- subsidence of one side of a crack versus the other;
- bulging at the base of the slope; or
- rapid changes to leachate seeps or gas venting.
- Fires (refer to Procedure EAP Fire Prevention)

## 5. FIRST ALERT AND EVACUATION

5.1. If any signs of instability are observed, the **SPOTTER** must immediately:

- Notify the scalehouse to activate the Site Evacuation Alarm pager system
- Display the designated Evacuation Flag and/or sound an audible alarm.
- Exit the Restricted Area as quickly as possible by following a predetermined escape route. When at the crest of slope or top of landfill, the escape route should be perpendicular and away from the slope that is moving. When on the side slope or at the toe of slope, the escape route should be parallel with the slope, away from the moving slope and away from the base of the slope that could be covered by moving debris. Evacuation may include leaving equipment or vehicles behind. Personal safety is paramount.
- Proceed to the nearest Evacuation Assembly Point and communicate his status to the Assembly Point representative.
- Complete a written description of what was observed and where or further evaluation and documentation.
- Do not speak to the media or answer customer inquiries unless directed. Refer all inquiries to the site's Senior District Manager.
- Wait for further instructions from his supervisor before leaving the Assembly Point.

5.2. If the **SCALE HOUSE** receives an audible alarm (radio communication or handheld alarm) from a Spotter or authorized employee, they must immediately:

- Activate the Site Evacuation Alarm pager system.
- Repeat the Evacuation Order on the CB radio to all occupied channels (typically 1 and 10) to communicate to site staff, active face operations, rail employees, contractors and customers.
- Close the scalehouse and restrict unauthorized inbound traffic from driving beyond the scalehouse.
- Begin assembling a current list of:
  - Employees – from complete site employee list and 'crew out' sheets delivered to scalehouse each morning
  - Customers – from staged tickets in Fastlane
  - Visitors – from sign-in sheet maintained at scalehouse and Main Office
  - Contractors – a designated representative from each contractor will verify that all personnel are accounted for.

- A representative from each Assembly Point will communicate the names of personnel present. In addition, a single representative from each contractor (Ryan Incorporated Central, West Coast Excavation, liner installer, etc.) on site will communicate if all of their employees are accounted for. The scalehouse will compare reported names to the list prepared as identified above to determine who has not reported in. ***Assembly Point information, specifically the names of individuals who have not reported in, should be provided to the Senior District Manager as soon as possible.***
- Do not speak to the media or answer customer inquiries unless directed by the Senior District Manager.
- Wait for further instructions from their supervisor

**5.3.** If a **WM EMPLOYEE (Active Face, Rail, Gas operations, Shop, etc.)** hears or sees the Site Evacuation Alarm, they must immediately:

- Leave equipment in place or drive equipment, whichever is quicker, and immediately proceed to the nearest Evacuation Assembly Point and communicate his status to the Assembly Point supervisor. Do not proceed into or near any Restricted Areas to get to an Evacuation Assembly Point. Evacuation may include leaving equipment or vehicles behind. Personal safety is paramount.
- Communicate their status to the Assembly Point representative who will communicate with the scalehouse.
- Wait for further instructions from his supervisor before leaving the Assembly Point.

**5.4.** If a **CONTRACTOR** observes an Evacuation Flag or hears an Evacuation Alarm (radio communication, Site Evacuation Alarm, or handheld alarm), he must immediately:

- Leave equipment in place or drive equipment, whichever is quicker, and immediately exit the Restricted Area as quickly as possible by following a predetermined escape route. When at the crest of slope or top of landfill, the escape route should be perpendicular and away from the slope that is moving. When on the side slope or at the toe of slope, the escape route should be parallel with the slope, away from the moving slope and away from the base of the slope that could be covered by moving debris. Evacuation may include leaving equipment or vehicles behind. Personal safety is paramount.

- Proceed to an Evacuation Assembly Point and communicate his status to his supervisor.

- A single contact for each Contractor will report their employees' status to the Scalehouse.
- Wait for further instructions from his supervisor before leaving the Assembly Point.

## 6. EMPLOYEE AND CONTRACTOR RESPONSIBILITIES

Position	Responsibilities
<b>Senior District Manager</b>	<ul style="list-style-type: none"> <li>• <i>Develop and manage this Contingency Plan.</i></li> <li>• <i>Initiate evacuation drills.</i></li> <li>• <i>Identify Appropriate Evacuation Assembly Points.</i></li> <li>• <i>Ensure all workers know the status reporting process.</i></li> <li>• <i>In an evacuation, receive worker status reports from all designated supervisors.</i></li> <li>• <i>During an evacuation, verify that all people on site are in a safe location.</i></li> <li>• <i>Document Training.</i></li> </ul>
<b>Site Employees</b>	<ul style="list-style-type: none"> <li>• <i>Know the limits of the Restricted Area daily</i></li> <li>• <i>Know where all Evacuation Assembly Points are located.</i></li> <li>• <i>Know who you supervise and who your supervisor is for reporting status.</i></li> <li>• <i>Follow all Contingency Plan procedures.</i></li> <li>• <i>Participate in all required training.</i></li> </ul>
<b>Scalehouse</b>	<ul style="list-style-type: none"> <li>• <i>See Responsibilities of 'Site Employees.'</i></li> <li>• <i>Verify function of Site Evacuation Alarm</i></li> <li>• <i>Maintain communication with Spotters and other WM employees.</i></li> <li>• <i>Control access beyond the scalehouse and maintain a visitor log.</i></li> </ul>
<b>Contractors</b>	<ul style="list-style-type: none"> <li>• <i>Conduct mandatory safety meeting prior to start of work daily to:</i> <ul style="list-style-type: none"> <li>○ <i>Review project hazards</i></li> <li>○ <i>Identify limits of the Restricted Area</i></li> <li>○ <i>Review evacuation procedures</i></li> <li>○ <i>Identify Spotters</i></li> <li>○ <i>Identify Evacuation Assembly Points</i></li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ <i>Ensure all workers know their supervisor for reporting status.</i></li> <li>● <i>In an evacuation, all designated supervisors must report worker status to the Senior District Manager.</i></li> </ul>
<b>Spotters</b>	<ul style="list-style-type: none"> <li>● <i>Participate in mandatory safety meeting prior to start of work daily.</i></li> <li>● <i>Provide feedback based on site observations.</i></li> <li>● <i>Conduct continuous inspections of the designated area.</i></li> <li>● <i>Be prepared to activate the Evacuation Alarm</i></li> <li>● <i>Follow all Contingency Plan procedures.</i></li> </ul>
<b>Director</b>	<ul style="list-style-type: none"> <li>● <i>Ensure that all facilities have adequate resources to implement an effective Contingency Plan</i></li> </ul>

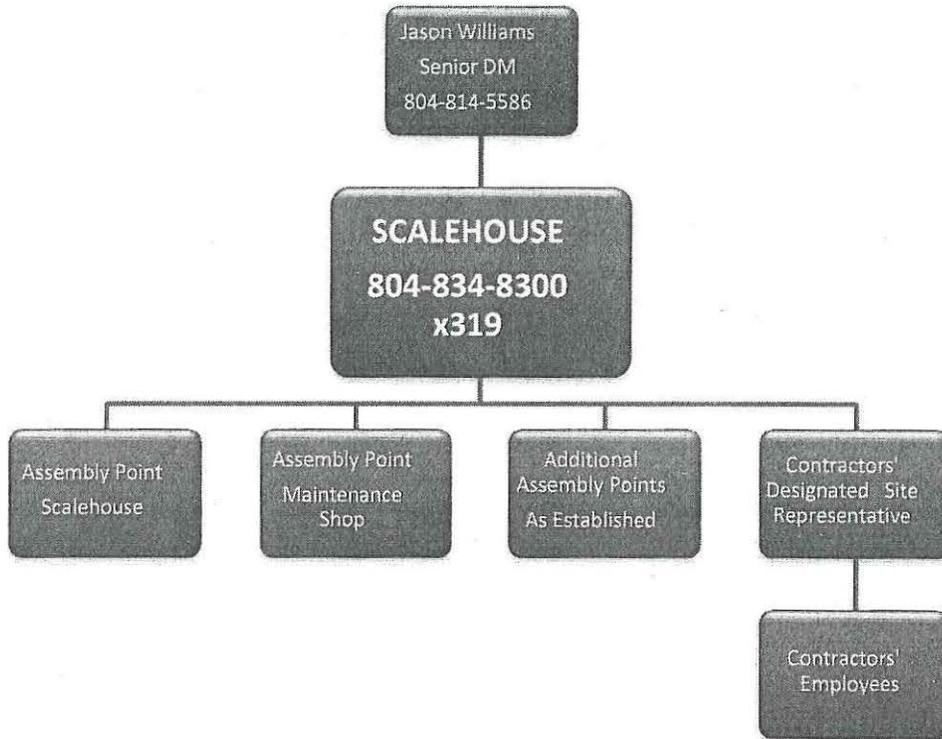
## 7. INFORMATION MANAGEMENT AND TRAINING PROCEDURES

The completed Plan must be:

- Reviewed with all site employees, contractors and vendors
- Available for the shift's designated emergency point person in the event of an evacuation
- Maintained with current information.

Note: Copies of the Restricted Area and the Evacuation Assembly Points must be prominently posted in all common areas in use by employees and vendors at the facility.

**Evacuation - Headcount Reporting Structure:**



**Emergency Numbers**

Emergency: 911  
 Police/Fire: 804-834-2324  
 Rescue: 804-834-2835  
 Poison Control: 1-800-222-1222

**Site Contacts**

Jason Williams	Senior District Manager	804-814-5586
Randall Cox	Maintenance Manager	804-400-8264
Nelson Laine	Operations Manager	804-641-8093
Walter Hinton	Rail Operations Manager	804-400-1157
Greg Scharin	Gas Plant Manager	757-899-0885
Scale House:		804-400-1185 (mobile)
		804-834-8300 ext. 319
Mike Thomas	Engineering Manager	804-240-1710
Scott Thacker	Director of Operations	804-727-9017
Emergency Pagers	Visiplex	847-229-0250
Slope monitoring system	Flora Surveying	804-694-4578
Aerial Firefighting Resources:		
John Milko	Summit Helicopters, Inc.	540-992-5500
Whit Baldwin	HeloAir	804-928-9448

## **APPENDIX B**

### **Geosyntec Memo Regarding Trimble System**

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## Memorandum

**TO:** John Dottellis  
Waste Management of Virginia, Inc.

**FROM:** Thomas B. Ramsey, P.E.  
Geosyntec Consultants

**DATE:** 14 July 2015

**SUBJECT:** Automated Total Station Survey Monitoring  
Atlantic Waste Disposal Landfill  
Waverly, Virginia  
Geosyntec Project No: ME1037

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At the request of Atlantic Waste Disposal (AWD), Inc., Geosyntec Consultants (Geosyntec) prepared this memorandum to summarize monitoring of the northern and southern sideslopes of Cells 5A and 6A at AWD using Automated Total Station (ATS) survey equipment.

### INTRODUCTION

The goal is to provide near-real-time assessment of slope movements in critical areas of AWD. Based on previous stability assessments performed by Geosyntec for AWD, the most critical potential slope failure would involve a rotational failure with a slip surface near the bottom of the landfill. Prior to such an occurrence, bulging would be evident on lower sideslopes prior to the failure. Therefore, in order to provide some measure of early warning of conditions that could be indicative of slope instability, automated surveying of the lower slopes of Cell 5A and 6A was recommended. To achieve this goal, two automated total stations (ATS) survey units have been installed. Flora Surveying Associates, P.C (Flora) has been retained by AWD to provide equipment (i.e., the ATS units, prisms, software, communication equipment, etc.), software set-up, and maintenance of the ATS unit (i.e. re-establish disturbed prisms, trouble-shoot equipment, etc.). Geosyntec is responsible for data review.

### DESCRIPTION OF MONITORING

Two ATS units have been installed each one monitoring the horizontal and vertical location of prisms two distinct sideslope sites (i.e., Cells 5A and 6A). Each ATS provides survey information at up to 24 locations to survey the lower slopes of Cells 5A and 6A. The ATS

operates and updates survey data at intervals of approximately 1 hour throughout daylight hours. The ATS will go into standby mode during the night when site activity is limited and no personnel are near the base of Cells 5A and 6A. ATS survey data is remotely downloaded and processed by the Trimble software.

## **ALARM LEVELS**

Based on a review of data obtained during the first few weeks of operation, alarm levels have been established in the ATS software as follows:

- Normal: changes in elevation or horizontal displacement  $\leq 0.015$  ft/hr  
Warning: changes in elevation or horizontal displacement  $\geq 0.015$  but  $< 0.02$  ft/hr for two or more prisms  
Alarm: changes in elevation or horizontal displacement  $\geq 0.02$  ft/hr for two or more prisms

Under the Warning scenario, Geosyntec and Flora personnel receive e-mails automatically from the Trimble software. The Warning scenario is meant to indicate the potential for concern and should it occur, Geosyntec and Flora will perform a review of data and field conditions. The review will include looking for potential trends in movement, whether other prisms located near the triggered prisms are also indicating movement, and whether the data resulted from damage or accidental movement of a prism.

The Alarm scenario is meant to indicate the potential for imminent slope instability, and as a result a wider distribution of the alarm is provided to AWD, Geosyntec, and Flora personnel. During an Alarm, personnel are to withdraw from the affected slopes until data is reviewed to determine if a slope instability event is progressing or the data represents an anomaly.

If you have any questions regarding this summary of the ATS system for slope monitoring at AWD, please contact me.

\* \* \* \* \*

## **ATTACHMENT C**

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# EMERGENCY CONTINGENCY PLAN

For The

## Maplewood Recycling and Waste Disposal Facility (Maplewood Landfill) Amelia County, Virginia Permit No. 540

Waste Management of Virginia, Inc.  
Maplewood Landfill  
20221 Maplewood Road  
Jetersville, Virginia 23083

Revised March 17, 2011



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TABLE OF CONTENTS

SECTION	PAGE
J.0 GENERAL .....	1
1.1 DESCRIPTION OF FACILITY .....	2
2.0 ORGANIZATIONAL STRUCTURE .....	3
3.0 CONTINGENCY PLAN IMPLEMENTATION .....	9
3.1 OVERVIEW .....	9
3.2 NOTIFICATION AND COMMUNICATIONS .....	10
3.3 EMERGENCY ASSESSMENT .....	11
3.4 CONTAINMENT AND CONTROL .....	12
3.5 SECURITY MEASURES .....	13
4.0 HURRICANE PREPAREDNESS PLAN .....	14
4.1 Level 0 .....	14
4.2 Level 1 .....	14
4.3 Level 2 .....	14
<b>4.4 Level 3</b> .....	<b>15</b>
4.5 Level 4 .....	15
4.6 level 5 .....	15
4.7 Level 6 .....	16
4.8 After Action .....	16
5.0 TORNADO PREPAREDNESS PLAN .....	17
6.0 FIRE CONTROL PLAN .....	18
6.1 GENERAL .....	18
6.2 REPORTING FIRE EMERGENCIES .....	19
6.3 EMERGENCY COORDINATOR RESPONSE .....	19
6.4 IMPLEMENTATION OF THE CONTINGENCY PLAN .....	20
7.0 SPILL AND LEAK RESPONSE PLAN .....	23
7.1 GENERAL .....	23
7.2 POTENTIAL SOURCES OF SPILLS AND LEAKS .....	24
7.3 SPILL/RELEASE RESPONSE .....	24
7.4 LEACHATE SPILL ANALYSIS .....	26
8.0 EVACUATION PLAN FOR PERSONNEL .....	28
8.1 GENERAL .....	28
8.2 OUTDOORS INCIDENT .....	29
8.3 INDOORS INCIDENT .....	29

TABLE OF CONTENTS <CONTINUED>

SECTION	PAGE
8.4 PERSONNEL MOVEMENT .....	29
9.0 <u>MEDICAL EMERGENCIES</u> .....	31
9.1 REPORTING MEDICAL EMERGENCIES .....	31
9.2 EMERGENCY COORDINATOR RESPONSE .....	31
9.3 JURY CONTROL PLAN .....	32
10.0 <u>PROTESTS</u> .....	34
10.1 ADMINISTRATION .....	34
11.0 <u>BOMB THREATS</u> .....	35
11.1 HANDLING THE RECEIVED BOMB THREAT .....	35
11.2 THREAT ANALYSIS .....	36
11.3 THREAT RESPONSE .....	36
11.4 SEARCHES .....	37
12.0 <u>LIST OF AGENCIES TO BE NOTIFIED</u> .....	38
13.0 <u>RECOVERY FROM AN EMERGENCY</u> .....	39
13.1 HURRICANE RECOVERY .....	39
13.2 RECOVERY FROM A FIRE .....	39
13.3 RECOVERY FROM A SPILL OR DISCHARGE .....	39
13.4 RECOVERY FROM A MEDICAL EMERGENCY .....	40
13.5 RECOVERY FROM PROTESTS .....	40
13.6 RECOVERY FROM A BOMB THREAT .....	40
13.7 RECORD KEEPING .....	40
14.0 <u>INSPECTION AND MONITORING PROGRAM</u> .....	41
14.1 INSPECTION AND MONITORING RECORDS .....	43
15.0 <u>SECURITY</u> .....	44
16.0 <u>COMMUNICATION SYSTEMS</u> .....	46
17.0 <u>TECHNICAL TRAINING PROGRAM</u> .....	47
17.1 OVERVIEW .....	47
17.2 TRAINING PROGRAM OUTLINE .....	47
17.3 TECHNICAL TRAINING APPROACH .....	48
17.4 EMERGENCY RESPONSE PROCEDURES .....	49
17.5 RECORDKEEPING PRACTICES .....	50
17.6 PERSONNEL PROGRAM EVALUATION .....	50

TABLE OF CONTENTS (CONTINUED)

<i>SECTION</i>	<i>PAGE</i>
17.7 EMPLOYEE SAFETY PROGRAM .....	50
18.0 EMERGENCY EQUIPMENT .....	51
18.1 WARNING SYSTEM .....	51
18.2 FIRE FIGHTING EQUIPMENT .....	52
18.3 FIRST-AID/SAFETY EQUIPMENT .....	53
<u>19.0 EMERGENCY PLAN AMENDMENTS.....</u>	<u>54</u>
<u>20.0 PLAN DISSEMINATION.....</u>	<u>55</u>

LIST OF TABLES

Table	PAGE
1 List of Emergency Coordinators.....	5
2 Emergency Response Telephone Numbers .....	55

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## 1.1 GENERAL

This Emergency (Contingency) Plan has been developed to be consistent with the Commonwealth of Virginia, Department of Environmental Quality, Solid Waste Management Regulations.

The following document constitutes the Emergency (Contingency) Plan for Maplewood Recycling and Waste Disposal Facility in Amelia County, Virginia. The purpose of this Plan is to serve as an effective action plan to minimize and abate hazards to human health and safety and to the environment, from extreme weather, fires, explosions, or releases of waste or waste constituents to the air, soil, surface water, or ground water of the Commonwealth.

Specifically, the objectives of the plan are:

- \* To provide contact information for Emergency situations that occur at the site.
- \* To provide for the protection of persons and property located within, and adjacent or exposed to, Maplewood Recycling and Waste Disposal Facility;
- \* To establish procedures to alert the public and personnel within the facility and provide information and appropriate protective action instructions, if necessary;
- \* To provide for coordination and use of available equipment, personnel and supplies during an emergency;
- \* To define the role and responsibilities of personnel of this facility, not only during, but also in the prevention, mitigation and training for such incidents. To define emergency functions and make assignments for facility personnel; and,
- \* To define the planning, training, and coordination necessary to work cooperatively with Amelia County in the event of a hazardous materials spill or incident at this facility.

## **1.2 DESCRIPTION OF FACILITY**

The Maplewood Recycling and Waste Disposal Facility is owned and operated by Waste Management of Virginia, Inc. The municipal waste landfill accepts mixed municipal, construction, demolition waste, sewage sludge and other wastes as approved by Virginia Department of Waste Management. All facilities have been and will continue to be designed in accordance with the Virginia Solid Waste Regulations.

The facility is located in Amelia County and will serve the Amelia County and surrounding communities, and other communities seeking environmentally sound disposal and recycling services.

A waste monitoring program has been implemented for preventing any explosive or hazardous waste from entering the facility (See Operations Manual). In the event that any material of this nature enters the facility, Maplewood Recycling and Waste Disposal Facility will require the transporter/generator to properly manage the waste or will contact an approved, licensed hazardous waste transporter to conduct a safe removal.

Materials managed on site, in quantities that could potentially cause environmental degradation or endangerment of public health and safety; include fuel, waste/lubricating oils, and sanitary landfill gas and leachate. The precautions taken to avoid potential problems and respond if they do occur are described below.

## 2.1 ORGANIZATIONAL STRUCTURE

The facility's District Manager has overall responsibility for site operations. He is responsible for all personnel, equipment, policies and procedures for all activities at the site. The District Manager is responsible for the operation of the facility in accordance with all applicable federal, state, and local permits, rules, and regulations.

In addition, the District Manager, or his designee, has the authority and responsibility for developing, implementing, and maintaining the Emergency Plan. These responsibilities include, but are not limited to, the following:

- Identification of fire hazards;
- Identification of materials and waste handled;
- Identification of potential spill sources;
- Establishment of spill reporting procedures;
- Establishment of regular inspection, monitoring, and reporting programs;
- Review of past incidents, spills, and countermeasures utilized;
- Coordination and implementation of the goals of the PPC Plan;
- Coordination of activities for spill cleanup;
- Notification of appropriate authorities of reportable incidents;
- Establishment of employee training/educational programs including the use of emergency equipment; and
- Periodic review and evaluation of the overall effectiveness of the Plan and updating of the Plan.

Fuel oils are stored in permanent tanks with secondary containment or portable mobile tanks or trucks.

The leachate generated by operation of the facility is non-hazardous, but poses a potential for causing pollution of ground water and surface water. Leachate is collected from the landfill via the liner and leachate collection systems. The leachate is piped to above ground leachate storage tanks. The tanks

are provided with secondary containment to control potential leaks. The leachate is then hauled offsite to a treatment plant or recirculated back into the waste mass.

Landfill gas could accumulate in confined spaces such as manholes, structures, or other enclosed areas and creates an explosive or oxygen deficient atmosphere.

All closed or restricted access structures are tested with appropriate air monitoring devices prior to entrance by certified contractor. Ventilation shall be utilized as needed based on testing results. A current list of onsite confined spaces is provided in the site safety rules. A copy of these rules and a current list of confined spaces can be obtained from the District Manager.

The construction and operation of this facility also requires the use of other potentially harmful materials. However, these materials are managed properly and are used in relatively small quantities.

Significant pollution is not likely. These materials include such materials as parts cleaning solvents (typically less than 30 gallons of any one type to be on site at a time) and human wastes. Should the use or storage of any of these materials change, such that the potential for environmental degradation or public health and safety endangerment increase, this Plan will be modified to include provisions to address that particular situation.

Maplewood Recycling and Waste Disposal Facility has certain employees that are designated to serve as an Emergency Coordinator and Alternates at the site. They shall have the responsibility of coordinating all emergency response measures. The Emergency Coordinator and the designated alternates will be thoroughly familiar with all aspects of the Emergency Plan including:

- !• all operations and activities;
- !• the location and characteristics of all materials handled;
- !• the location of all records;
- !• the layout of the site; and
- !• emergency contacts such as police and fire.

These individuals will have the authority to commit the resources necessary to carry out the Emergency Plan.

The following list identifies the Emergency Coordinator and Alternate Emergency Coordinators, in order to command:

1. Emergency Coordinator - District Manager
2. Alternate Emergency Coordinator - Region Engineer
3. Alternate Emergency Coordinator- Maintenance Manager
4. Alternate Emergency Coordinator- Equipment Operators as designated by the District Manager

Table 1 "List of Emergency Coordinators" contains detailed information on the personnel currently assigned to the positions listed above.

<b>Table 1 Maplewood Recycling and Waste Disposal Facility Emergency Coordinators</b>				
	Title	Address	Office	Mobile
Brian McClung	District Manager	Maplewood Recycling and Waste Disposal Facility 20221 Maplewood Road Jetersville, VA 23083	(804) 561-5787	(804) 240-8157
Kenny Banton	<del>Maintenance Manager</del> Foreman	Maplewood Recycling and Waste Disposal Facility 20221 Maplewood Road Jetersville, VA 23083	<del>(804) 561-6116</del> 778'7	(804) 387-0885
<del>Mike Thomas</del> Erny McClung	Site Engineer	Maplewood Recycling and Waste Disposal Facility 20221 Maplewood Road Jetersville, VA 23083	<del>(804) 966-8700</del> 512-356-8084	<del>(804) 240-1710</del> 543-4782

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Larry Jones	Lead Operator	Maplewood Recycling and Waste Disposal Facility 20221 Maplewood Road Jetersville, VA 23083	(804) 561-5787	(804) 310-0807
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The District Manager will provide the direction and support necessary to implement the Emergency Plan, and to assure its ongoing timeliness and appropriateness.

The District Manager will serve as the primary Emergency Coordinator and will supervise the implementation of the Plan, will chair any committees related to the Plan, appoint alternate emergency coordinators, and insure that equipment and personnel are maintained in an adequate state of emergency readiness.

The Emergency Coordinator will be contacted by a person or persons who perceive that an emergency situation exists. The Emergency Coordinator will immediately assess the situation and implement procedures described herein or others as needed to address it. Table 2, describes the scope of responsibility of the Emergency Coordinators.

Specific Responsibilities of the Emergency Coordinators as required include:

- !• Coordinating and directing the daily overall operations of the facility, including the collection, delivery and flow of wastes during disposal/recycling activities. Identification and recertification of any waste handling problems within the facility, through coordination of visual inspection programs, and coordination of preventive maintenance activities.
- !• Coordination of Contingency Plan related activities including implementation of emergency procedures and the establishment of reporting, notification, and evaluation procedures; employee training activities; and initiation of changes and improvements to the Contingency Plan.
- !• Establishing and maintaining a liaison with local fire, police, civil defense and mutual aid organizations.
- !• Regularly reviewing the state of emergency readiness.

- !• Periodically reporting to off site Waste Management contacts on the current status of prevention activities, capabilities, preparations and changing risks.
- !• Taking charge of emergency functions to include:
  - !• assessing the emergency situation and possible hazards that may result, directly or indirectly, and ordering evacuations, medical care, shutdowns, etc. as are deemed necessary;
  - !• activating internal facility or communication systems to notify all facility personnel;
  - !• notifying appropriate state or local agencies and site and appropriate Waste Management personnel with designated response roles;
  - !• directing other incident-specific actions as outlined in the Contingency Plan;
  - !• taking all reasonable measures to ensure that fires, releases, explosions, etc. do not occur, recur, or spread; and,
  - !• coordinating any necessary post-implementation cleanup activities.
- !• Overseeing the waste handling, transfer, and/or disposal.
- !• Identifying materials and wastes handled.
- !• Identifying potential waste handling problem areas.
- !• Establishing incident reporting procedures.
- !• Identifying potential spill sources.
- !• Coordinating the visual inspection programs.
- !• Establishing training and educational programs for facility personnel.
- !• Reviewing, evaluating overall effectiveness and updating the emergency plan as necessary.

### 3.0 CONTINGENCY PLAN IMPLEMENTATION

#### 3.1 OVERVIEW

The Emergency Coordinator and Alternate Emergency Coordinators will be trained in appropriate response to potential emergencies at the site. Employee responsibility with respect to emergencies, therefore, is to notify immediately the Emergency Coordinator or Alternate Emergency Coordinator and implement instructions given by the Coordinator. Employees are trained in emergency response and are aware of immediate actions to be taken in the event of an emergency. Whenever there is an imminent or actual emergency situation the Emergency Coordinator will immediately:

1. activate facility alarms or communication systems as necessary to notify all facility personnel;
2. assess the situation, gather information and verify the type of and extent of the emergency
3. if needed, notify the necessary authorities including County officials and call for assistance from emergency response agencies; and,
4. notify other personnel not at the scene, as necessary.

In the event of an emission or discharge, fire, or explosion, the Emergency Coordinator will immediately identify the character, exact source, amount, and area affected by spilled or released materials, fire, or explosion. He may do this by observation, witness reports, review of facility records or manifests, and if necessary, by instrumental or chemical analysis.

Concurrently, the Emergency Coordinator shall assess the possible hazards to human health or the environment that may result from the spill, release, fire, or explosion. This assessment must consider both direct and indirect effects of these potential hazards. If the Emergency Coordinator determines that a fire, explosion, spill or release has occurred at the site which could threaten human health and the environment outside the facility, he will report his findings and ask for assistance from the appropriate emergency response agency.

When the site is not open to receive waste, there is a security guard at the entrance gate to control unauthorized entry to the facility. In the event of an emergency situation emergency responders would gain access to the site through the security guard.

### 3.2 NOTIFICATION AND COMMUNICATIONS

Whenever there is a fire, explosion, spill or release, or other incident presenting a potential threat to the public health and safety or the environment, the Emergency Coordinator or Alternate Emergency Coordinator must be notified immediately.

The Emergency Coordinator and Alternates listed on Table 1 should be notified immediately, in the order listed. If any of the listed individuals are unavailable the next person on the list should be called until contact is made with one of the listed people.

In the event of an emergency, employees have been trained to keep the following basic rules in mind in order to minimize confusion, and expedite proper response when reporting an emergency:

- a) stay calm;
- b) speak in a normal manner;
- c) be brief but be as accurate as possible; and
- d) give exact location, type, and severity of emergency.

In life threatening and/or extremely severe emergencies, employees will contact appropriate emergency response agencies. Dial 911 may be called before attempting to contact the Emergency Coordinator. Once contact with the appropriate emergency agency has been made, immediately contact the Emergency Coordinator listed on Table I. In all other emergencies, the Emergency Coordinator should be contacted first.

During both business hours and non-business hours, primary notification of the Emergency Coordinator should be by telephone, in cab CB, or cellular phone.

The District Manager will make all communication with the news media, unless directed otherwise.

The District Manager or Alternate Emergency Coordinator will make communication with affected employees' families if the employee is unable to communicate with his/her family.

### 3.3 EMERGENCY ASSESSMENT

The Emergency Coordinator will immediately assess the emergency situation by evaluating the following:

- actual existence of emergency;
- character and type of emergency;
- source of fire, explosion, or released material;
- severity of emergency;
- extent of emergency or quantity of spilled or released material;
- most immediate impact;
- existing injuries and damage;
- possible hazards to human health or to the environment;
- appropriate internal or external responses; and,
- salvageable aspects of involved area and uninvolved areas.

Whenever there is a medical emergency, fire, explosion, spill or release, or other incident presenting a potential threat to the public health and safety of the environment, the Emergency Coordinator must immediately identify the source and extent of the emergency.

If the Emergency Coordinator determines that the facility has had an emergency incident that presents a possible hazard to people or the environment offsite, and initiates the Emergency Plan, immediate contact with local authorities will be made informing them whether or not an evacuation of the surrounding area is necessary.

When making a report to local authorities and VDEQ, the following information must be provided:

- name and telephone number of person making the report;
- name, address and permit number of the facility;
- date and time of incident occurrence;
- location of incident;
- description and nature of the incident
- type and quantities of waste involved;
- extent and nature of any injuries;
- possible hazards to public health and safety, and/or the environment surrounding the facility; and,

### 3.4 CONTAINMENT AND CONTROL

In the event of any emergency situation, the Emergency Coordinator must take all reasonable measures to prevent the occurrence, recurrence, or spread of the fire, explosion, or released/spilled material to other portions of the facility. These measures include, when applicable and necessary, ceasing operations, and collecting and containing released materials, and evacuating personnel from the site.

The Emergency Coordinator should concentrate on preventing any fire, explosion situation, or spill/release that occurs from spreading to other areas of the facility. Possible sources of ignition should be removed from the incident area. All volatile and threatened items, such as vehicles, fuel, chemicals, etc., should be removed from the incident site immediately.

The Emergency Coordinator will decide whether the facility will temporarily cease operations or continue, depending on the type and severity of the incident. The Emergency Coordinator will also decide whether or not personnel evacuation is necessary.

Operations will cease if the extent and location of the incident is such that the health and safety of the employees are at risk if operations were to continue. Operations may continue if the incident is localized in an area, which does not impede routine operating procedures.

The Emergency Coordinator will ensure that vehicles, materials, or other objects not involved in the incident are removed from the area to provide unobstructed access to the location of the incident by emergency personnel and equipment.

### 3.5 SECURITY MEASURES

The Emergency Coordinator will coordinate response activities and assign personnel to maintain site security at all times. Site personnel have been trained in the proper response to emergency situations and understand that the primary response in an emergency situation is to protect personnel from bodily harm and to establish control of the site to avoid adverse environmental impacts. The items below address these two primary functions. Because site personnel have this training these responses should be second nature.

The following measures will be considered during an emergency incident:

- protecting personnel from further threats or risks;
- restricting access to key assets and vital records;
- controlling access to the site and its buildings during all hours; and,
- adding countermeasures (guards, temporary fencing or lighting, cameras, etc.) to compensate for changing risks.
- restricting access to the immediate vicinity of the incident.

#### 4.1 HURRICANE PREPAREDNESS PLAN

This section defines the procedures to be followed in response to the threat of a hurricane potentially impacting the site.

#### 4.2 Level0

Level 0 is the basic readiness state of Maplewood Recycling and Waste Disposal Facility and includes ensuring that emergency equipment is available for operation with minimal preparation time.

#### 4.3 Level1

A hurricane will likely be in the area within ninety-six hours.

- !• District Manager or designee will conduct a Level 1 hurricane inventory/inspection and provide a report to the District Manager. Items missing are identified and located for rental or purchase.
- :• Minimize leachate in storage tanks.

#### 4.4 Level2

The storm is expected within seventy-two to forty-eight hours.

- !• Place emergency generators and test.
- !• Deploy pumps and hoses into position.
- !• Top off fuel tanks.
- !• Back-up computer files.
- !• Secure loose objects (i.e. tarps, sheet liner, inspect for open edges and secure open edges.
- :• Test all pumps and generators.
- :• Get batteries for flashlights.
- :• Prep area for hurricane debris so ready for operation.

#### 4.5 Level3

The storm is expected in forty-eight to twenty-four hours.

- Tape windows of buildings at facility locations.
- Test pumps and generators.
- Top off all equipment with fuel.
- Continue emptying leachate tanks.
- ! Identify sources of extra equipment from supplier and other divisions.

#### 4.6 Level14

The storm is expected in twenty-four to twelve hours.

- Notify County of potential need to close operations due to health and safety of employees.
- Notify customers of storm and possible impact to Maplewood Recycling and Waste Disposal Facility's ability to receive waste.
- Test pumps and generators.
- Verify all wind hazards are secure.
- ! Monitor wind speed at the trailer tipper.

#### 4.7 LevelS

The storm is expected in twelve to four hours.

- ! Review next step with employees.
- ! Test generators and pumps.
- ! Top-off fuel and gas cans.
- ! Work with limited crew so employees can secure their households and families.
- ! Limit disposal of dump beds if wind is over 40 mph.

#### **4.8 Level 6**

The storm is expected in less than four hours.

- !• Cease operations until storm passes if conditions warrant.
- !• Review response team duties.

#### **4.9 After Action**

- !• Response Team cleans up.

## 5.0 TORNADO PREPAREDNESS PLAN

This section defines the procedures to be followed in response to the threat of a tornado potentially impacting the site. Tornadoes are among the most violent natural atmospheric phenomena. The risk of death and injury from tornadoes can be minimized by planning for them, understanding the warning process, and following basic safety rules.

In the event a tornado is sighted, all site operations will be suspended and personnel will be directed to seek shelter. Since the primary hazards associated with tornadoes are extremely high wind and debris propelled by the wind, the most fundamental rule is to seek shelter from the wind and debris. Go to the lowest place available in a shelter or sturdy building, away from windows, and get behind as many walls or other obstacles as possible.

Those who are outdoors or in vehicles are under particular risk during a tornado. In these situations, awareness, access to timely warning information, and shelter options become even more critical. Being aware of a tornado threat might help a person decide to adjust activities in order to avoid such situations in the first place. However, a fundamental understanding of tornado hazards, timely access to warning information, and knowledge of basic safety rules will often contribute to quick and correct decisions and actions for personal safety.

Anyone caught outdoors near an approaching tornado should evacuate the area quickly for shelter inside a building. In severe weather situations, motorists should be extremely cautious about driving into threatening conditions, since tornadoes can be hard to distinguish when very close and can sometimes be hidden in rain. Otherwise, the safest action is to abandon the vehicle for a sturdy building. If unable to get indoors, lie in a ditch or low-lying area. Use arms to protect head and neck and stay low to the ground.

If in a vehicle, never try to outrun a tornado. Get out of the vehicle immediately and take shelter in a nearby building. If there is no time to go indoors, get out of the vehicle and lie in a ditch or low-lying area between the vehicle and the tornado. Do not take shelter in a ditch downwind of the vehicle. Use arms to protect head and neck.

## 6.1 FIRE CONTROL PLAN

This section defines the response procedures to be followed during a fire and/or explosion.

## 6.2 GENERAL

Small fires or fires used for training purposes which can be readily extinguished with fire extinguishers and which do not pose a potential threat to human health or the environment do not require implementation of the Contingency Plan. The personnel on site will immediately attempt to extinguish such fires using techniques defined in safety training sessions. The Emergency Coordinator will be notified immediately, and informed of the status.

The Emergency Plan will be implemented in the following situations:

- !• the fire spreads and could possibly ignite materials at other locations onsite or could cause heat-induced explosions;
- :• the fire could possibly spread to offsite areas;
- !• use of water and/or chemical fire suppressant could result in contaminated runoff;
- :• an imminent danger exists that an explosion could occur, causing a safety hazard because of flying fragments or shock waves;
- !• an imminent danger exists that an explosion could ignite other materials at the facility;
- or,
- !• an explosion has occurred.

Fire is a potential concern for the heavy equipment, the working face, site office building, maintenance facility, scalehouse, gas flare station, fuel and oil storage tanks, and the leachate pump stations. Site capabilities to control fires in the areas/potentially at risk include soil material at the working face, the water truck, and fire extinguishers in the maintenance and administration buildings. A stockpile of soil will generally be maintained at the work face of the landfill. In addition, borrow areas for soil that may be used to fight fires.

### 6.3 REPORTING FIRE EMERGENCIES

Small fires during normal working hours:

- !• Contact the Emergency Coordinator.
- !• See Table 1 listing for telephone numbers if the fire cannot be extinguished or controlled.

All other fires --call the Fire Department:

- !• Give them the appropriate building address and the exact location of the fire; and,
- !• Contact the Emergency Coordinator or Alternate EC.

Fires Outside of Normal Working Hours:

- !• Call the Fire Department, and then call the Emergency Coordinator or Alternate Emergency Coordinator.

### 6.3 EMERGENCY COORDINATOR RESPONSE

The Emergency Coordinator will take the following action upon notification of a fire:

Evaluate the situation based on the telephone information or a personal visit to the scene.

Notify the Fire Department.

Implement the personnel evacuation plan if necessary.

Contact the District Manager, Site Engineer, and Maintenance Manager, as necessary.

Go to the scene of the fire to assist the Fire Department personnel.

Receive headcount reports from supervisors, notify fire personnel of any required rescues.

Inspect the areas prior to reoccupancy for safety, salvage, or required cleanup.

Give the "all clear" if appropriate.

Conduct a formal critique of the incident and associated actions, which results in a written report including recommendations for improvement.

#### 6.4 IMPLEMENTATION OF THE CONTINGENCY PLAN

The Contingency Plan will be implemented when an employee or other person notifies the Emergency Coordinator (EC) of a fire. The EC collects the information needed to evaluate the situation: size and location of the fire, amount of smoke, control by onsite equipment, etc. If the EC cannot evaluate the situation based on the telephone conversation, the EC should proceed to the area for personal observation. After assessing the situation, the EC will order notification of the local fire department and may order the evacuation of the building and or site. The EC will communicate his instructions to the Lead Equipment Operator, Maintenance Manager, Scalehouse Operator, and/or Region Engineer.

The Emergency Plan is predicated on leaving the fire fighting to the professionals or volunteer fire departments. Employees may fight fires in the incipient stage only; and only if the safety of the employee is not jeopardized.

Judgement should be used in attempting to control a fire. Portable fire extinguishers are located in all buildings and mobile equipment. Employers should familiarize themselves with the types and locations of portable fire extinguishers.

##### Electrical Fire - Inside Buildings:

1. Turn off all electrical supply in the building.
2. Use the in cab CB, hand and voice signals, or telephone system to notify facility personnel as to the location and extent of the emergency.
3. Notify the Emergency Coordinator or Fire Department as described under Reporting Fire Emergencies above.
4. The Emergency Coordinator will determine whether to call in local emergency response teams.
5. Fire fighting efforts should be followed in the manner described below:  
if possible, attempt to control the fire with the fire extinguishers located within the facility, or with use of the water truck or water

source available onsite.

notify the Fire Department and sound a second alarm.

6. Evacuate the building.

Waste Fire- Inside Building or Vehicles:

1. Use the two-way radio, hand and voice signals, or telephone system to notify facility personnel as to the location and extent of the emergency.
2. Notify the Emergency Coordinator or Fire Department as described under Reporting Fire Emergencies Section 5.2 above.
3. The Emergency Coordinator will determine whether to call in local fire fighters.
4. Fire fighting efforts should be followed in the manner described below:  
if possible, attempt to control the fire with the fire extinguisher located within the facility, or with the use of the water truck or water source available onsite;  
try to isolate and contain the waste fire, and  
notify the Fire Department and sound a second alarm.
5. Evacuate the area.

Structure Fire:

1. Use the in-cab CB radio, hand and voice signals, or telephone system to notify facility personnel as to the location and extent of the emergency.
2. Notify the Emergency Coordinator and the Fire Department as described under Reporting Fire Emergencies Section 5.2 above.
3. Evacuate the area.

Fire - Outside:

1. Use the in-cab CB system or telephone to notify facility personnel as to the location and extent of the emergency.
2. Remove equipment and flammable or explosive materials from the vicinity of fire.
3. Notify the Emergency Coordinator.
4. The Emergency Coordinator will determine whether to call in local fire fighters.

5. Fire fighting efforts should be followed in the manner described below:
  - attempt to control the fire with fire extinguishers, the water truck or onsite water sources to the extent possible; and,
  - heavy equipment may be used to cover the fire with soil material or to isolate the fire.
  - notify the Fire Department;
  - sound a second alarm;
6. Evacuate the area.

#### Deep Fires

Fires that occur deep within the waste mass, often referred to as oxidation events, are typically the result of over stressing of the landfill gas extraction system. By applying too much vacuum to the extraction well field it is possible to pull oxygen into the waste from the atmosphere. The presence of oxygen in the waste mass can trigger the oxidation event. Monthly monitoring of the landfill gas extraction wells for temperature, pressure and oxygen, as required by the regulations, provides the best defense against an oxidation event. When an oxidation event is suspected, it is important to monitor the gas extraction wells in the vicinity for temperature, gas quality and carbon monoxide. Depending on the results of this monitoring, it may be necessary to turn the vacuum in this area down or off to stem the pull of oxygen to the area.

"Deep waste fires" / oxidation events are typically not classified as an acute emergency in that they are often slow burning events that do not immediately endanger the landfill liner system or human health or safety. These events generally fall within the realm of landfill gas management and are not specifically addressed in facility Operations Plans.

## 7.1 SPILL AND LEAK RESPONSE PLAN

This section defines the response procedures to be followed during a spill or leak of a hazardous material.

## 7.2 GENERAL

Spills and leaks of hazardous or pollutant material are a high visibility type of incident with a significant potential for adverse impact to the environment. Control of spills or leaks requires the talents of trained personnel. It is important that only skilled persons be engaged to control spills or leaks of hazardous material. These persons should attempt to identify the spilled material. Once identified, measures are employed to stop or minimize the spill or leak. The residuals are then cleaned up, packaged and transported to an approved disposal site. Often regulatory agencies must be notified of the incident.

Development of a spill plan entails identification of materials, which could result in a spill or leak, identification of potential resources (personnel and equipment), and identification of needs. This plan should be evaluated and practiced at least annually.

Spills of petroleum based products are addressed specifically in the Spill Prevention, Control and Countermeasures (SPCC) Plan. The purpose of this plan is to inform employees of necessary actions in the event of a spill or leak of a hazardous material or substance at the site.

In general, the Contingency Plan will be implemented in any of the following spill or leak situations:

- !• the spill or leak could result in the release of potentially harmful material, thus creating the potential for contamination/harm of personnel and/or the environment;
- !• the spill or leak could result in release of flammable, ignitable, or combustible liquids or vapors, thus causing a fire or gas explosion hazard;
- !• the spill or leak can be contained onsite, but the potential exists for ground water or other environmental contamination; and,

- !• the spill or leak cannot be contained onsite, resulting in offsite soil contamination and/or ground or surface water pollution.

## 7.2 POTENTIAL SOURCES OF SPILLS AND LEAKS

Areas at the Maplewood Recycling and Waste Disposal Facility where spills or leaks of potentially hazardous materials may occur include the following:

- !• leachate storage tanks;
- !• landfill mobile equipment;
- !• landfill gas condensate sumps, pump stations, and storage tanks;
- !• landfill liner and leachate collection system;
- !• riser pipe housings; and,
- !• leachate forcemain (piping);
- !• fuel oil storage tanks;
- !• Fuel/Lubetrucks
- !• motor oil storage tanks;
- !• cleaning solvents;
- !• waste oil storage tanks;
- !• equipment wash pad; and
- !• septic tanks

## 7.3 SPILL/RELEASE RESPONSE

If a spill or release involving a potentially hazardous substance occurs, IMMEDIATELY:

1. Call the Emergency Coordinator (EC).
2. Make an initial survey of the scene, determining:

if people are potentially threatened;

if the environment is potentially threatened;

the volume of material spilled or leaked;

the presence of fire, smoke, or fumes;  
overall condition of the vehicle or container;  
location of storm sewers, sanitary sewers, or sumps; and,  
location of nearest water body or stream.

3. Rescue the injured, if necessary and possible.
4. The EC will identify the specific hazardous substance by noting container labels, shipping papers, vehicle placards or material characteristics.
5. Do not release any substance from containers.
6. The EC may contact the shipper(s) or manufacturer(s) of the substance for additional information.

Immediate assistance can be provided by:

Fire Department	911
Police Department	911

The types of materials that would most likely be accidentally spilled or released include the following general categories:

- !• leachate;
- ❖ fuel;
- !• condensate;
- !• lubricants; and,
- !• cleaning chemicals/solvents.

Procedurally, if any employee observes a spilled or released hazardous material or substance, the employee has been trained to immediately call the EC. After being contacted, the EC makes an evaluation of the spill or leak to determine appropriate response activities such as:

- !• building ventilation, using recirculation or outside air;

- !• notification of Fire Department, Police Department, or other emergency response agencies
- !• containment and cleanup procedures to be used; and
- !• personnel evacuation, if necessary.

The basic hand equipment available on site for containment and cleanup is as follows:

- !• absorbent such as vermiculite, perlite, bentonite, or sand/silt;
- !• shovels and brooms
- !• face shields and goggles;
- !• large plastic bags;
- !• crescent wrench, vise grips, and pipe wrench;
- !• plastic shoe covers;
- !• squeegee; and,
- !• overpack drum spill kits.

Mobile equipment, which may include end-dump trucks, loaders, dozers, a backhoe and compactors, is also available for use in containment and cleanup of spills and leaks.

Spills and leaks should be contained to as small an area as possible using available equipment, tools and materials. After containment is achieved, the spilled/leaked materials should be cleaned up and properly disposed of at an approved facility at the direction of the Emergency Coordinator or Response Agency.

#### **7.4 LEACHATE SPILL ANALYSIS**

In the event of a leachate spill, clean-up operations will be implemented immediately. Soils contaminated with leachate will be excavated and disposed of in the landfill as either waste or daily cover soil. Samples of the surface water potentially impacted by the spill in the vicinity of the spill area will then be obtained for analytical testing. The soil associated with the spill will be analyzed for the constituent of the leachate such as the following:

- ∴ pH (field test);
- !• Biological Oxygen Demand (BOD);
- ∴ Chemical Oxygen Demand (COD);
- ∴ Specific Conductance;
- !• Chloride;
- ∴ Iron;
- ∴ Sodium;
- ∴ Total Organic Carbon (TOC); and
- !• Total Organic Halogens (TOX)

## 8.1 EVACUATION PLAN FOR PERSONNEL

### 8.2 GENERAL

In an emergency situation, the Emergency Coordinator is responsible for determining when evacuation of the facility is required. In certain situations, it may be necessary to evaluate site personnel. Situations requiring evacuation include:

- A fire that cannot be extinguished with the resources available to the site (including onsite and locally provided resources)
- a generalized fire or threat of fire that cannot be avoided (i.e.: nearby forest fire);
- an explosion or threat of explosion that cannot be avoided; and,
- a major spill or leak that cannot be contained, and constitutes a threat to human health.

Personnel who are at the site of the emergency prior to the arrival of the Emergency Coordinator should leave the immediate area if imminent danger or health threats exist.

The basic evacuation plan consists of moving the personnel to a reassembly point where they are safe from danger. Three (3) reassembly points are prescribed:

1. Secondary Reassembly Point- shop (if not affected by the incident).
2. Primary Reassembly Point - site office (if not affected by the incident)
3. Tertiary Reassembly Point - At site entrance road at Maplewood Road.

The personnel will remain at the prescribed reassembly point until directed to reenter the facility. The Emergency Coordinator is responsible for issuing the reentry order.

The secondary reassembly point will be used if the Primary Point is inaccessible, or is in danger from exposure to the emergency incident. The third reassembly point will be used if the primary and secondary are inaccessible.

### 8.3 OUTDOORS INCIDENT

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If the emergency occurs outdoors, employees have been trained to move away from the incident to avoid harm, contact the Emergency Coordinator, and move to assembly point. Employees will wait at the reassembly point such as the scale house or office until further instructions are received from the Emergency Coordinator. If reassembly at the primary point is not feasible, then another reassembly point will be used.

### **8.3 INDOOR INCIDENT**

If an emergency situation exists that requires the evacuation of office building, maintenance facility, or other buildings, employees will exit the building by the most accessible exit. They will be advised to then proceed to a designated reassembly point. Employees evacuating the active area will proceed to the site gate, and then reassemble at the primary reassembly point. Employees should wait at the reassembly point until further instructions are received from the Emergency Coordinator.

If use of the primary reassembly point is not advisable, then the secondary or alternate reassembly point will be used.

### **8.4 PERSONNEL MOVEMENT**

When notified of an emergency which requires movement (either full evacuation of the site or evacuation of an area of the site) of personnel, supervisors should:

1. Quickly and quietly notify employees in their area where to move and by what route.
2. Check all working areas, storerooms, conference rooms and restrooms for personnel.
3. Contact each of the employees when arriving at the reassembly point. Ascertain that all employees and visitors are accounted for.
4. Relay headcount status to EC.
5. Stay in contact with EC to provide assistance as necessary.

The personnel movement plan is implemented when movement of personnel is required from their normal workstation to a place of shelter or out of the building to the predetermined reassembly point. The District Manager maintains a copy of this Plan for the facility. Development of a plan requires identification of places for shelter and places for reassembly after evacuation, and an assignment of individuals to account for all employees and visitors.

Generally, the Emergency Coordinator or appropriate supervisor will give the order to evacuate an area. Employees should not wait for orders from the EC or supervisor if imminent danger or health threats exist.

The Emergency Coordinator will direct reentry to buildings or other areas. No personnel will reenter the incident area until the site is cleared and the Emergency Coordinator has approved the site for reentry.

## 9.1 MEDICAL EMERGENCIES

Trained personnel will handle medical emergencies. There is at least one person per shift trained in first aid and CPR. This person is designated as the person to contact in the event of medical emergencies. In addition, the telephone number of the medical emergency service is posted near the telephone.

## 9.2 REPORTING MEDICAL EMERGENCIES

During normal working hours:

- !• Minor Injuries - Contact District Manager or designee as appropriate;
- !• Serious or Life Threatening - Call the Paramedics and notify District Manager or Maintenance Manager as appropriate:
  - !• Give paramedics the appropriate building address and exact location of the emergency.
  - !• Emergency Coordinator and Alternate Emergency Coordinators have been trained to respond to certain medical emergencies. They should be contacted and sent to the emergency location.

Evenings or Weekends:

- !• Call the appropriate emergency agency (e.g. Fire, Police, Paramedics, etc.). Then call EC or alternate.

## 9.3 EMERGENCY COORDINATOR RESPONSE

The Emergency Coordinator will respond by doing one or more of the following activities:

- !• notify the Fire Department and/or paramedics if appropriate;
- !• go to the area where the emergency exists;
- !• contact the nearest first aider;

- !• evaluate the need for outside assistance;
- :• standby to provide assistance as necessary;
- !• notify Human Resources if the employee is transported to the hospital; and,
- !• notify the WM Insurance Department if a visitor is involved.

#### 9.4 INJURY CONTROL PLAN

When more than one person is injured, or the potential exists for additional injuries, an injury control plan will be implemented. If a person(s) on site has sustained an injury, the Emergency Coordinator will be contacted. The Emergency Coordinator will immediately go to the location where the injured person is located, and determine the existence or probability of injuries and is responsible for ensuring that transportation is available for the injured personnel.

1. The EC will assess the casualty situation and determine the need to summon emergency medical assistance, if they have not already been contacted. If necessary, the Emergency Coordinator will request emergency medical assistance from surrounding communities. When making a request the EC will convey the following information:
  - facility address and specific location on site;
  - the nature of the emergency;
  - an estimate of the numbers, types and conditions of casualties;
  - the existence of hazardous conditions or special risks; and,
  - the name, location, and telephone number of the caller.
3. If necessary, the EC shall provide assistance to coordinate search and rescue efforts.
4. The EC shall designate the location of a first-aid station and inform the paramedics. The primary first-aid station is located at the Maintenance Facility. In case this first-aid station cannot be used, the location of the alternate first-aid station is the Site Office. If neither first-aid station is usable, the EC shall designate the alternate location of the first-aid station, such as in the scale house.

5. Injured persons who can safely walk shall be directed to proceed to the first-aid station.
6. The EC will designate, organize, and direct personnel capable and trained to administer first aid.
7. The EC shall designate a person experienced in the specific issues of landfilling at the Maplewood Recycling and Waste Disposal Facility to help identify injury-causing hazardous agents that may be present onsite and provide information on agent toxicity and decontamination. The following organizations can provide emergency chemical information:

CHEMTREC (800) 424-9300;

National Poison Control Center (800) 222-1222

8. The EC or his designated representative will meet incoming emergency/medical assistance personnel and guide them to the first-aid station or location of the emergency.
9. Upon arrival of the Paramedics, control of casualty treatment will typically transfer to the Paramedic person in charge. The EC will promptly notify the District Manager of Paramedics arrival and the transfer of casualty control.
10. After the Paramedics determine where casualties will be taken, the appropriate emergency room will be notified of the number of casualties, nature of injuries, information on toxicity and decontamination, and any other pertinent information.
11. The EC should keep a log of all casualties, listing: name, nature of injury, disposition, and time of departure from the site. A typical log form is shown in Table 3.

## 10.1 PROTESTS

The principal goals in responding to protest at the facility should be the protection of personnel, property and reputation in a manner that is not overly reactive or disruptive. An overly aggressive environment may aggravate the situation and play to negative media coverage.

Picketers should be given sufficient time and space to peacefully express themselves. Employees and contractors should understand that they should not react angrily to threatening or insulting words or actions. Police should assist by keeping the peace, but should be directed not to use excessive force.

An escalation in the activities that results in criminal activities, injuries or property damage should be handled in a firm but rational manner. Police authorities as well as WM representatives should offer onsite support in these responses.

## 10.2 ADMINISTRATION

Questions regarding procedures and/or applicability should be directed to the appropriate WM Security Department.

## 11.1 BOMB THREATS

Bombs and the threats of their use is a common tool of terrorists and criminal extortionists, but they most frequently occur as a means of retaliation by employees, ex-employees and others with real or imagined grievances.

The vast majority of bomb threats are threats only, with no actual or intended explosive device. The desired effect of such a threat is to extort, embarrass, disrupt, frustrate, panic or cost the targeted manager or operation. On the other hand, enough bombings actually occur to warrant prudent planning and minimum safeguards.

This portion of the Contingency Plan deals with preventive measures and the proper and safe handling of actual threats.

### 11.1 HANDLING THE RECEIVED BOMB THREAT

- I. When the Threat is called in:
  - !• Keep the caller on the line as long as possible. If possible, record the conversation. Use the checklist on Table 6 during the call to freshly note all relevant information.
  - !• If not indicated, ask the caller for the location of the bomb and the time of possible detonation.
  - !• Inform the caller that the building on site is occupied, and that the detonation of a bomb could result in death or serious injury to many innocent people.
  - !• Pay particular attention to peculiar background noises, such as motors running, music, and any other noise, which may give a clue as the location of the caller.
  - !• Listen closely to the voice (male or female), voice quality (calm or excited), accents, unique phrasing, and speech impediments. Does this voice immediately remind you of a certain individual? If so, list that.

- !• Report the call and gathered information to the District Manager. The District Manager will notify local police and fire departments.

2. Written Threats:

- Save all materials, including any envelope or container.
- Once the message is recognized as a threat, further unnecessary handling should be avoided. Every possible effort must be made to retain evidence such as fingerprints, handwriting or typing, paper, and postal marks, which are essential to tracing the threat and identifying the writer.
- Report the threat immediately to the District Manager.
- The District Manager will notify local fire and police departments.

## 11.2 THREAT ANALYSIS

A determination should be made as to the credibility of the threat. For example, authentic threats tend to be more specific as to time and location while false threats tend to be very general and broad.

This analysis should be made with the close direction and assistance of the police or fire departments. In making this analysis consider:

- time of day and day of the week;
- mode (telephone, mail);
- specificity of threat (place, time);
- identify of caller (child, drunk, known prankster, etc.); and,
- possibility of access to allow placement of explosive device.

## 11.3 THREAT RESPONSE

Essentially, the proper response to the threat may be:

- !• ignore the warning;
- conduct limited search of specific areas;

- conduct general search of facility;
- order limited evacuation of a particular area; and,
- order general evacuation.

See Section 6.0, "Evacuation Plan for Personnel" for evacuation procedures.

#### **11.4 SEARCHES**

The decision to search for a possible bomb should be carefully made by the police and fire departments. Such a decision may be made when there is some possibility of the actual placement of an explosive device and when there is reason to believe that it will not explode soon.

The best search team is made up of volunteers who are familiar with the search area directed by trained fire or police department personnel.

## 12.0 LIST OF AGENCIES TO BE NOTIFIED

If the Emergency Coordinator determines that the facility has had a spill, discharge, fire, or explosion, which potentially threatens human health or the environment, he will report his findings to appropriate authorities and request assistance, as necessary from certain agencies. The Virginia Department of Environmental Quality will be notified verbally within 24 hours and in writing within 5 days of any event presenting a threat to human health and the environment.

A written report will be submitted to the Virginia Department of Environmental Quality Department of Waste Management within thirty days of the time facility personnel become aware of the circumstance. This written report shall include the following information:

- !• name, address, and telephone number of the owner and/or operator, and reporter;
- !• name, address, and telephone number of the facility;
- !• date, time, and type of incident;
- !• types and quantities of material(s) involved;
- !• the extent of injuries, if any;
- !• an assessment of actual or potential hazards to human health or the environment at or near the facility;
- !• estimated quantity and disposition of recovered material that resulted from the incident;
- !• location and name of the nearest potentially impactable waterway or waterbody;
- !• status of emergency response measures;
- !• climatic conditions;
- !• assistance needed or required; and,
- !• the cause of the incident.

### 13.1 RECOVERY FROM AN EMERGENCY

After an emergency has occurred at the facility and the situation has been brought under control, the site will return to routine operations. The decision to return to routine operations will be made by the EC. In most emergencies, operations are reduced so that site resources can be mobilized to address the situation. In some cases routine operations will be temporarily stopped. In other cases, routine operations and site personnel will be evacuated from the immediate area of the emergency or the entire site. Regardless of the nature of the emergency, when the EC has determined that the emergency has been fully addressed, site personnel will return to their normal work environment. The EC will meet with affected personnel prior to returning to work to discuss preventative measures that could help to avoid or reduce the severity of the emergency in the future.

#### 13.2 Hurricane Recovery

If a hurricane has affected a site structure, repairs will be made prior to allowing personnel to work in or enter the structure. The remainder of the site will be inspected for damage prior to commencement of normal landfill operations.

#### 13.3 Recovery From a Fire

Following a fire at the site, the cause of the fire and the methods to prevent future fires will be discussed with all site employees. If the fire has affected a site structure, repairs will be made prior to allowing personnel to work in or enter the structure. If the fire was in the landfill, equipment operators will be advised to watch the area and be prepared to place additional cover material if they observe signs of the fire re-occurring.

#### 13.4 Recovery From a Spill or Discharge

After a spill or discharge, the affected area will have been cleaned up. Employees that work in or near the area where the spill occurred will be shown the extent of the cleanup and shown that the work environment is safe. Spill prevention and avoidance measures will be discussed with these employees.

### 13.5 Recovery From a Medical Emergency

Following a medical emergency at the site, the cause of the emergency will be determined and corrective actions taken to minimize the likelihood of a future emergency of this type. In addition, the response of site personnel to the emergency will be reviewed to determine if the procedures outlined in this plan are effective and if site personnel followed the prescribed procedures.

### 13.6 Recovery From Protests

Following protests at the site, the response of site personnel to the protest will be reviewed to determine if the procedures outlined in this plan are effective and if site personnel followed the prescribed procedures.

### 13.7 Recovery From a Bomb Threat

Following a bomb threat, a meeting will be convened with all employees to discuss the threat and the actions that were taken.

### 13.8 Record Keeping

The District Manager of the Maplewood Recycling and Waste Disposal Facility will maintain records of all emergency incidents and the responses to these incidents. These records will be maintained in the Operating Record, which is kept at the site office. These records will include, but not be limited to, the type of incident, persons involved, portions of the facility involved, response to the incident, and final outcome of the incident.

#### 14.0 INSPECTION AND MONITORING PROGRAM

The site performs routine inspection and monitoring of the site and various structures as part of the routine operations. This program is described in detail in the site Operations Manual. This program includes inspection, maintenance and repairs that will be made to the various site facilities and equipment as outlined below:

- !• Communications Systems- communications systems such as radios and telephones are used on a daily basis between site personnel and between persons on and off the site. Repairs to telephones and radios are made immediately to maintain the ability of site personnel to communicate on a continuous basis.
  
- !• First Aid and Safety Equipment- First aid kits are inspected and restocked on a regular basis. Safety equipment is checked on a regular basis. These inspections are conducted by the District Manager or designee on a regular basis to insure that all items are fully functional and in adequate supply. Any items found to be missing are restocked; inoperative or outdated items are replaced. These inspections include first-aid kits and protective clothing.
  
- !• Spill Kits- There are two locations on the site where spill kits are available (fuel tanks and maintenance shop). The spill kits are inspected and stocked on a regular basis and immediately following any spill event.
  
- !• Preventative Maintenance of Equipment- Preventative maintenance is done on all equipment to ensure that it is in good working order and available for emergencies. The frequency of this maintenance is on a case-by-case basis. During these inspections, the facility buildings, trailers, access roads, scales, mobile landfill equipment, storm water structures, leachate management systems, landfill gas collection systems, landfill cover system, storage tanks, wash pads, drop-off containers and other facility equipment are

examined to determine any need for repairs and maintenance. Every operational aspect of these facilities is inspected completely. This serves to prevent any unscheduled downtime periods or major equipment failure, and to minimize potential hazards. The District Manager has final responsibility for overseeing these inspections.

- **Housekeeping Program** - The site has a housekeeping program that is part of the routine operations that are described in the Operations Manual. By keeping the site clean and organized, the site and its personnel will be better prepared to address the various types of emergencies that may occur.

The facility access roads, vehicle staging areas, maintenance facility area, recycling areas, and other active operational areas are inspected for litter and cleaned regularly. Exposed waste at the working face will be covered with 6 inches of soil material (daily cover), or an approved equal, to prevent blowing of refuse and to minimize odors and vectors.

The perimeter fencing used at the landfill will prevent blowing wastes from leaving the facility area. The boundary is monitored routinely and the waste, which collects along the boundary, is collected as necessary to prevent nuisance conditions. Collected waste is disposed of at the working face.

The floor of the maintenance facility is cleaned and swept regularly. Tools and equipment are cleaned and returned to their respective storage area. Spilled or leaked oil or other fluids released from landfill equipment while in the maintenance bays are cleaned and properly disposed of. All walkways should be kept free from obstructions and debris.

Odors in the landfill are controlled primarily with daily, intermediate, and final cover placement. Six (6) inches of daily cover or approved equal are placed over exposed waste at the end of each day. One (1) foot of intermediate soil cover is placed over all

completed portions of the landfill. Final cover soil material is placed over completed disposal areas following completion of waste disposal in the area.

All landfill equipment is equipped with exhaust mufflers to reduce engine noise. Perimeter vegetation also helps to reduce noises at the operation.

The facility areas are routinely monitored for infestation by insects and rodents. Effective control measures are implemented if these vectors become a problem; professional exterminators are employed as the need arises. The daily covering of the disposal areas and the routine housecleaning measures employed at the site are typically adequate to prevent infestation from vectors.

- !• **Fire Extinguisher Inspections-** These inspections will occur regularly. The purpose of these inspections is to insure that each extinguisher is fully charged and in operating condition. Should the extinguisher be found inoperable, it is recharged as soon as possible. Extinguishers are located in the scalehouse, office building, maintenance facility, and mobile equipment.

#### 14.1 Inspection and Monitoring Records

The Maplewood Recycling and Waste Disposal Facility will maintain all facility inspection and monitoring documents. The District Manager will maintain these records at the site office. The inspection and monitoring records will include inspection reports of the communications system, first aid and safety equipment, spill kits, fire extinguishers, preventative maintenance , and housekeeping.

## 15.0 SECURITY

Access to the Maplewood Recycling and Waste Disposal Facility is controlled at all times. In the event of an emergency situation, appropriate personnel will be dispatched to the site entrance to ensure only authorized personnel enter the site. A chain link fence or natural barriers surround the perimeter of active developed areas of the site. The only public entrance to the site is via Maplewood Road. The site is secured against any unauthorized entry by a lockable security gate at the site entrance.

The scale house serves as a checkpoint for the landfill disposal area. All vehicles must pass the scalehouse and be weighed or "checked-in" before entering the disposal area.

The maintenance facility building has roll-up truck doors operated by manually controlled motors. Personnel entrances have steel or glass doors which are locked when not in use.

Security consciousness is promoted which encourages all employees to be protective of their work areas, to question and report strangers or suspicious situations, and which holds employees accountable for materials and equipment they use or handle. A supervisory person is appointed and held responsible for the completion of incident/loss reports.

Additional security measures at the site include:

- !• automatic lighting and extinguishing area lights illuminate the scalehouse and maintenance facilities;
- !• a security alarm may be installed on exterior doors and windows at the scalehouse;
- !• the scalehouse door is kept locked when the gate is closed and waste is not being accepted;
- !• camera monitors are installed on the scalehouse;
- !• the maintenance building is equipped with garage-type doors;
- !• all buildings have lockable exterior doors and windows;
- !• all fuel and oil storage tanks are kept locked; and



## **16.0 COMMUNICATION SYSTEMS**

An in-cab CB / mobile phone combination system is used at the site to facilitate internal communications. Mobile units are located on key pieces of mobile equipment. The radio equipment is considered intrinsically safe and is fully operational in all weather conditions.

Internal communications are also performed on internal and external telephone systems including the landfill office and maintenance facility.

Employee voice and hand signals will be used inside buildings and outdoors when the personnel are away from communication equipment.

External communication is by telephone. Telephones are located on site in the business office, maintenance facility, guardhouse and scale house.

## 17.1 TECHNICAL TRAINING PROGRAM

### 17.2 OVERVIEW

The Employee Training Program provides employees with a structured and organized instruction program for the performance of their assigned duties at the facility, during both routine and emergency operating conditions. This program includes instruction in various aspects of handling waste and municipal waste management procedures, as well as inspection and maintenance procedures, emergency response procedures (including the implementation of the Contingency Plan) and the proper use of both facility and personal protective and emergency equipment.

### 17.3 TRAINING PROGRAM OUTLINE

The training program provides basic on-the-job training instructions in the following areas:

- !• an introduction to the purpose and layout of the landfill facility and its operation;
- !• an overview of handling procedures and safety concerns associated with the waste materials handled and the equipment used;
- !• instruction on inspection and maintenance procedures;
- !• instruction on the use of emergency and safety equipment;
- !• an overview of emergency response procedures, as presented in this Contingency Plan, and the specific function each employee has during the implementation of this plan; and,
- !• a discussion on the importance that the facility places on personnel training and protection.

In addition to individual training, facility-wide training programs are given if a specific need is identified.

### 17.3 TECHNICAL TRAINING APPROACH

As part of the introductory training efforts, each employee is first given a facility tour by the District Manager or his designee. An explanation of the relationship between the employee's position and the operation of the facility is provided. This includes a discussion of the facility features, and an overview of the nature of the wastes from a materials handling and safety perspective.

The importance of preventive and routine inspections and maintenance is stressed, with particular emphasis placed on those duties the employee will perform in the job to which he is assigned.

The employee is informed of emergency and safety equipment available at the facility, shown the location, and scheduled for subsequent instruction in the use of this equipment with the District Manager. He is also informed about the procedures for responding to emergency conditions, including a fire and/or explosion, power outage, or waste spill/leak. Each employee has access to the Contingency Plan, which is located in the Administrative Building. At the instruction session with the District Manager (or his designee), the employee is instructed on the proper use of all personnel protective equipment, and the do's and don'ts in their application. Employees are shown the location of all emergency response equipment and instructed on how to shut off the main power source, and properly use fire extinguishers. The employee is also questioned on the information contained in the Contingency Plan.

Records of the training are filed in the office in the employee's personnel or training file.

The following discussion provides specific details on the additional on-the-job training each employee receives regarding the duties to which he is assigned. The District Manager or his designee provides these training instructions.

## 17.4 EMERGENCY RESPONSE PROCEDURES

All equipment operators are trained in the proper and most effective response procedures to use during emergency situations. Detailed instructions are provided, as outlined in this Emergency Plan.

Individuals are taught the correct notification procedures in the event of a fire, explosion and spill or release incident. These procedures include:

- !• notify the Emergency Coordinator;
- !• evacuate the area if required ;
- !• utilize appropriate response equipment.

They are instructed in the steps the Emergency Coordinator will then take to continue the notification process, including the notification of fire and police departments, medical assistance, and state and local emergency response teams. This is followed by an explanation of the Evacuation Plan for the facility.

In conjunction with incident control measures, instructions on the use of all available fire-fighting, first aid and safety equipment are also given. This includes the following items:

- !• protective clothing and gear;
- !• fire extinguishers;
- !• first-aid chest;
- !• spill cleanup equipment.

During these individual instruction sessions, employees are given the opportunity to ask questions about the facility emergency response procedures and the use of available emergency and safety equipment to insure that each person has a clear understanding of what he/she should do in an emergency incident.

## 17.5 RECORDKEEPING PRACTICES

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Documentation of the training provided to each facility employee is maintained on file with the District Manager and/or in each employee's training file.

#### **17.6 PERSONNEL PROGRAM EVALUATION**

The personnel training program is evaluated periodically to determine the need for improvements or revisions. Revisions are made as necessary.

#### **17.7 EMPLOYEE SAFETY PROGRAM**

The employee safety program incorporates all the procedures and information presented in the Emergency Plan. Material Safety Data Sheets for the appropriate chemical materials used at the facility will be posted in the applicable facility areas when specific products are purchased.

Potentially dangerous activities, which occur or may occur at the facility are/will be identified and posted with warning signs. Special operating procedures, which may be required to minimize the potential danger are/will, be developed and posted in relevant areas of the facility (i.e. near the potentially dangerous activity). Employees will be instructed on the special operating procedures and in the emergency response, which may be required in the event of an accident.

Safety meetings will be held regularly to review material handling techniques, Contingency Plan procedure, identification of hazards on the job, driver safety, etc. The safety training will stress employee awareness of potential safety hazards.

The employees will be kept up-to-date on new developments in the fields of hazardous waste material handling, solid waste material handling, decontamination, spill prevention and clean-up, and government regulations.

#### **18.1 EMERGENCY EQUIPMENT**

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This section of the Contingency Plan lists emergency equipment that will be available at the Maplewood Recycling and Waste Disposal Facility. General locations of all emergency equipment described are included with each description. A safety and emergency equipment summary is contained on Table 6.

The basic procedures for operating and using the safety and emergency equipment will be posted near the respective equipment. Basic first-aid procedures will be posted at strategic locations throughout the facility.

A list of the proposed emergency equipment will be maintained onsite. All equipment will be maintained in a ready state at all times. If the equipment becomes contaminated, it is cleaned as soon as practical after use and returned to its proper location for emergency readiness.

Generally, the equipment can be cleaned with water and/or detergents. Safety solvents and neutralizing solutions are available if water and detergent are found to be ineffective.

In the event of an emergency, adequate space will be maintained to allow the unobstructed movement of emergency personnel and equipment to any location on the site. The landfill access roads accommodate two-way traffic, and the disposal area is open and unobstructed. The Emergency Coordinator will ensure that all access roads are kept free of obstructions during an emergency.

## **18.2 WARNING SYSTEM**

A telephone and in-cab CB system are used to obtain emergency assistance. Voice and hand signals are used for internal warning in areas when visibility is not restricted.

Telephones are installed in the business office, maintenance facility, scalehouse, and field office. Telephone cables are buried to protect them from surface damage.

### **18.3 FIRE FIGHTING EQUIPMENT**

The landfill facility will be equipped with numerous portable fire extinguishers. Each machine (e.g. dozers, scrapers, etc.) will contain ABC-Type extinguishers. Each facility building will contain at least one (I) portable fire extinguisher.

A water truck is available on site for use as an emergency fire-fighting vehicle. Water outlets are available in the vicinity of each facility building for use in controlling small, localized fires. Landfill equipment can be used to help contain and control fires by isolating the fire and smothering it with soil material. Dozers, the front-end loader, the rear dump trucks, and the hydraulic excavator are the principal machines, which could serve this purpose. Stockpiles of soil material are available at the active face for use in fire control.

Onsite sedimentation basins are designed as wet basins and contain large water reserves, which can be used to supply firefighting equipment. The basins are readily accessible by on-highway and off-highway vehicles.

In addition to onsite emergency fire fighting equipment, the local fire company will be summoned as necessary.

### **18.4 FIRST-AID/SAFETY EQUIPMENT**

Wall mounted industrial grade first-aid kits are contained in the shop building and main office. All first-aid kits are available to all personnel.



## 19.0 EMERGENCY PLAN AMENDMENTS

This plan has been prepared in a present tense format to facilitate its implementation upon activation of the facility. More extensive procedures for emergency situations involving specific material may be included once the operation commences.

The Emergency Plan will be reviewed on an annual basis (or more frequently if necessary) for possible revision, changes and deletions required to keep it current with actual operating conditions. A record of each update will be kept in this section of the Plan (see Table 7).

All updates to the Plan will be distributed to the parties listed in Table 8.

The Contingency Plan will be updated whenever:

- !• applicable regulations are amended;
- !• the plan fails in an emergency;
- !• the emergency contact numbers or positions are changed;
- !• the list of emergency equipment changes;
- !• change in Emergency Coordinator or Alternate Emergency Coordinator; and
- !• major facility changes.

## **20.0 PLAN DISSEMINATION**

Copies of this Emergency (Contingency) **Plan** will be maintained at the facility with the Emergency Coordinators.

## **ATTACHMENT D**

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PREPAREDNESS, PREVENTION AND CONTINGENCY (PPC) PLAN

FOR

FAIRLESS LANDFILL

1000 NEW FORD MILL ROAD  
Morrisville, Pennsylvania 19067



**WASTE MANAGEMENT**

OF FAIRLESS HILLS, LLC

December 2013

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## Table of Contents

Purpose of Plan .....	3
A Description of Facility .....	4
A.1 General Description of Industrial/Commercial Activities .....	4
A.1.1 Surrounding Land Use .....	4
A.1.2 Public and Private Water Supplies .....	4
A.2 Description of Existing Emergency Response Plans .....	5
A.3 Material and Waste Inventory .....	5
A.3.1 Load Rejection Procedures .....	5
A.3.2 Rejection of Radioactive Material .....	5
A.4 Pollution Incident History .....	6
A.5 Implementation Schedule for Plan Elements Not Currently in Place .....	6
B Description of How Plan is implemented by Organization .....	7
B.1 Organizational Structure of Facility for Implementation .....	7
B.2 List of Emergency Coordinators .....	7
B.3 Duties and Responsibilities of the Emergency Coordinators .....	7
6.3.1 Determination of Incident/Response Level .....	8
6.3.2 Casualty Control Plan .....	9
6.3.3 Release of Material .....	to
8.4 Chain-Of-Command .....	11
C Spill Leak Prevention and Response .....	13
C.1 Pre release Planning .....	13
C.2 Material Compatibility .....	13
C.3 Inspection and Monitoring Programs .....	13
C.3.1 Pipelines and Valves .....	14
C.3.2 On-site Storage Tanks .....	14
C.3.3 Landfill Cover and Leachate Collection System .....	14
C.3.4 Gas Monitoring System .....	14
C.3.5 Groundwater Monitoring System .....	14
C.3.6 Storm Water Discharges .....	14
C.4 Preventive Maintenance .....	15
C.5 Housekeeping Program .....	15
C.6 Security .....	16
C.7 External Factor Planning .....	16
C.8 Employee Training Program .....	16
D Countermeasures .....	18
D.1 Countermeasures to be Undertaken by Facility .....	18
D.2 Countermeasures to be Undertaken by Contractors .....	18
D.3 Internal and External Communications and Alarm Systems .....	18
0.3.1 Internal Communications .....	18
0.3.2 External Communications .....	18
D.4 Facility Evacuation Plan for Site Personnel .....	18
D.5 Emergency Equipment Available for Response .....	19
E Emergency Spill Control Network .....	21
E.1 Arrangements With Local Emergency Response Agencies .....	21
E.1.1 Local Police .....	21
E.1.2 Local Fire Department .....	21
E.1.3 Local Hospitals .....	21

E.2	Notification Lists.....	22
E.3	Downstream Notification Requirement for Storage Tanks .....	23
F	Stormwater Management Practices.....	24
F.1	Appropriateness Of Storm Water Management Practices .....	24
G	Sediment and Erosion Protection.....	25
G.1	Measures Employed To Limit Erosion.....	25
H	Engineering Certification.....	26
	Signature.....	27

List of Tables:

1	PPC Plan Distribution
2	Emergency Response Agency Telephone Numbers
3	Safety & Emergency Equipment - General List
4	Record of Receipt- PPC Plan
5	Spill Response Contractors
6	PPC Plan Revisions
7	List of Emergency Coordinators

List of Figures:

Figure 1	Site Vicinity Map
Figure 2	Site Layout
Figure 3	Evacuation Routes, Scale and Staging areas
Figure 4	Leachate Storage Tanks

Purpose of the Preparedness, Prevention and Contingency (PPC) Plan:

The following document is a Preparedness, Prevention, and Contingency (PPC) Plan developed for Fairless Landfill located in Bucks County, Pennsylvania. This plan is prepared in accordance with the Form L Requirements of Title 25 of the Pennsylvania Code (25 PA Code) §271.111 of the Pennsylvania Municipal Waste Management Regulation, and the PADEP "Guidelines for the Development and Implementation of Environmental Emergency Response Plans".

The plan includes references to the permitted Leachate Treatment Plant (LTP) at the Geological Reclamation Operations and Waste Systems, Inc. (G.R.O.W.S.) landfill facility also located in Falls Township which will be the primary disposal facility for the landfill leachate generated in the Fairless Landfill. A separate PPC Plan, in accordance with the hazardous waste provisions of the Pennsylvania Solid Waste Management Act, 25 PA Code §75.264 (1), and the Superfund Amendments and Reauthorization Act of 1986 (SARA), Title III has been submitted for the G.R.O.W.S. facility. By inclusion of this and other units, which are not part of this permit application, it is not intended to subject those units to municipal waste management requirements, which do not herein apply.

A double contained force main will be installed to convey leachate from the storage tanks at the Fairless Landfill to the existing G.R.O.W.S. LTP. Additional operations at the facility include landfill gas extraction and flaring, and other related solid waste disposal activities.

This plan will serve as an effective action plan to minimize and abate hazards to human health and the environment from fire, explosion, emission, or discharge of hazardous materials and wastes to the air, soil, surface water or groundwater.

Specifically, the objectives of the plan are:

To provide for the protection of persons and property located within, and adjacent or exposed to the Fairless Landfill;

To establish procedures to alert the public and persons within the facility and provide information and appropriate protective action instructions, if necessary;

To provide for coordination and use of available equipment, personnel and supplies during an emergency;

To define the role and responsibilities of personnel of this facility, not only during, but also in the prevention, mitigation and training for such incidents. To define emergency functions and make assignments for facility personnel; and,

To define the planning, training, and coordination necessary to work cooperatively with the Bucks County Local Emergency Management Agency (LEMA), in the event of an incident at this facility.

The PPC Plans shall be reviewed and immediately amended, if necessary, whenever the following occur:

- Applicable regulations are revised
- The Plan fails in an emergency
- The changes in facility design, operation, etc., increase the potential for fire, explosion, or discharges of hazardous materials or wastes
- The list of EC's or Emergency Response agencies changes
- The emergency equipment list changes

Table 1 presents a list of agencies to which the PPC Plan is distributed. One copy of plans and any subsequent revisions will remain on-site.

A DESCRIPTION OF FACILITY

A.1 General Description of Industrial/Commercial Activities

Fairless Landfill will be an above grade, lined, stand-alone solid waste landfill, located in Falls Township, Bucks County, Pennsylvania, adjacent to Steel Road. Solid waste will be disposed and covered on a daily basis. The proposed landfill area is a non-contiguous area adjacent to the existing G.R.O.W.S., Inc. Landfill (PADEP Solid Waste Permit No. 100148), and will utilize a portion of the existing G.R.O.W.S. facilities, including the leachate treatment plant, gas to energy plant, and maintenance facilities. A USGS map showing the facility location is included in Figure 1. A detailed site layout is presented in Figure 2.

The Fairless Landfill is comprised of approximately 271 acres to landfill permit area and will have a waste disposal area of approximately 197 acres when fully developed. It will be constructed in a phased approach using separate landfill disposal cells ranging in size from approximately 13 to 16 acres. This landfill will provide net permitted capacity of approximately 47.3 million cubic yards, providing a life of this facility of an estimated 7.3 years based on a maximum average daily rate of 18,333 tons (approximately 55,000 gate cubic yards).

Operating hours of the facility will be from 2:00 a.m. to 8:00 p.m., Monday through Saturday. These operating hours specifically refer to the period when the gates are open for the receipt of waste. Normal daily operations may require additional time prior to and after normal operating hours to facilitate preparation and closure of the active disposal areas. Additional activities such as construction, maintenance, and for mitigation may occur outside of these hours. If an emergency situation exists, the facility may extend its operating hours beyond those listed upon notification to PADEP.

Waste accepted at the landfill will include the following:

- Municipal refuse
- Residual waste
- Special handling municipal waste

The predominant waste generated at this facility will be sanitary landfill leachate. This leachate is non-hazardous. Additional wastes include waste oils and other wastes associated with general heavy equipment maintenance. A by-product of the landfilling operations is landfill gas. The gas is caused by the biological decomposition of municipal refuse and is comprised of roughly 50% methane and 50% carbon dioxide and other trace gases. The management of these wastes is further described in other sections of this plan.

A.1.1 Surrounding Land Use

The area on the north, east and south of the facility is owned by US Steel Corporation, with the existing G.R.O.W.S., Inc. facility directly adjacent to the west. The Tullytown Resource Recovery Facility (TRRF) Landfill is located approximately 2 miles to the southwest. Across Bordentown Road, north of the existing G.R.O.W.S., Inc. facility, is the G.R.O.W.S. North Landfill. The Pennsbury Manor State Park and Falls Township Waterfront Park are located to the southwest of the facility.

A.1.2 Public and Private Water Supplies

There are no natural gas or oil wells, public or private drinking water supplies, or utility rights-of-way, within 0.25 miles of the facility.

The closest public water source is the Lower Bucks County Joint Municipal Authority intake, located approximately 0.5 miles downstream on the Delaware River (measured in "river miles"). The Philadelphia Suburban Water Company's Bristol Water Department and The Lower Bucks County Joint Municipal

Authority have groundwater sources located within approximately 3 miles from the facility. The Bristol Water Department also withdraws water from the Delaware River at an intake approximately 3.6 miles downstream from the site, and the Philadelphia Water Department withdraws water from the Delaware River at its Torresdale intake approximately 8.3 miles downstream from the site.

## A.2 Description of Existing Emergency Response Plans

The existing G.R.O.W.S. Landfill has a PADEP approved PPC Plan previously submitted to the agencies listed in Table 1. G.R.O.W.S. North Landfill and TRRF also have approved PPC Plans. The Fairless Landfill will use the same resources, as well as prevention, containment, mitigation, and disposition methods as the approved plans.

## A.3 Material and Waste Inventory

The predominant waste generated at this facility will be sanitary landfill leachate. This leachate is non hazardous. Additional wastes include waste oils and other wastes associated with general heavy equipment maintenance. The quantity of chemicals stored at this facility is small, except for petroleum-based oils used in the maintenance facility located at the existing G.R.O.W.S. Landfill. A Spill Prevention, Countermeasures, and Contingency Plan is not required for the Fairless Landfill per 40CFR §112 since the facility will not include any above or below ground storage of oils. Oil refers to any kind or any form of oil including, but not limited to fats, oils, greases, vegetable oils and petroleum product, fuel oil, sludge, synthetic oils, mineral oils, oil refuse, or oil mixed with wastes.

Leachate is collected from above the liner of the landfill by a series of collection pipes and conveyed to sump areas in which pumps are installed. These pumps will convey the leachate to one of the following options:

- o On-site storage tanks (total capacity 2.8 million gallons)
- o The existing G.R.O.W.S. Leachate Treatment Plant (LTP) (PA100148)
- o Sewer connection to an existing POTW (Morrisville Sewer Authority)

The existing G.R.O.W.S. LTP employs physical/chemical and biological treatment processes. An inventory of material and waste for the LTP is included in the approved G.R.O.W.S. Landfill PPC plan mentioned previously.

A by-product of the landfilling operations is landfill gas. The gas is caused by the biological decomposition of municipal refuse and is comprised of roughly 50% methane and 50% carbon dioxide and trace gases. The gas will be collected and transported via an underground pipeline to the Exelon Pennsbury Power Plant and Exelon's Fairless Works Power Plant and/or other renewable energy opportunities where it will be utilized as a fuel for power generation.

Any condensates produced during the collection or transportation of the gas will be treated at the existing G.R.O.W.S. LTP along with the leachate generated at the facility.

### A.3.1 Load Rejection Procedures

The Fairless Landfill will accept non hazardous municipal solid, construction and demolition, sewage sludge, and various residual industrial/commercial wastes. Upon identification of an unacceptable waste, the material will be isolated and managed in accordance with all applicable regulations.

### A.3.2 Rejection of Radioactive Material

Incoming waste loads are currently monitored for radioactive material at the scale area. When radioactive materials are identified, specific procedures must be followed as outlined in the facility's Radiation Protection Action Plan. All inspection, waste handling, monitoring and rejection procedures are

identified in that Plan. The designated staging area for vehicles found to contain radioactive material is shown on the Radiation Protection Action Plan in Figure 2.

A.4 Pollution Incident History

A Compliance History (Form HW-C) was submitted with the Phase I Permit Application and is maintained on file with PADEP.

A.5 Implementation Schedule for Plan Elements Not Currently in Place

This PPC plan includes all elements required by the Guidelines.

## 8 DESCRIPTION OF HOW PLAN IS IMPLEMENTED BY ORGANIZATION

### 8.1 Organizational Structure of Facility for Implementation

Fairless landfill will be operated by personnel with in-depth experience in the operation of landfills. Activities on the landfill are managed by the Operations Manager.

In addition, a District Manager is responsible for all actions on a daily basis. The District Manager is assisted by the technical staff. Other Environmental or Project Engineers and/or other technical specialists (safety, chemists, etc.) are routinely called upon to provide their expertise as the need arises.

For the PPC Plan, implementation will be the responsibility of the Site Manager, Safety Manager, and designated Emergency Coordinators (EC). They will work closely with the Safety Manager and appropriate supervisor on the training and inspection elements in particular.

The organizational structure for implementing the PPC Plan will include the following items:

- Identification of materials and wastes handled
- Identification of potential spill sources
- Establishment of spill reporting procedures
- Establishment of a visual inspection program
- Review of past incidents, spills and counter-measures used
- Coordination and implementation of the goals of the PPC Plan
- Coordination of activities for spill cleanup
- Notification of appropriate authorities
- Establishment of training/educational programs
- Administration of appropriate changes

The responsibilities of each employee involved in implementing the PPC Plan are kept at the site.

### 8.2 List of Emergency Coordinators

The Fairless landfill will have designated several employees who serve as Emergency Coordinators (EC) at the site. They shall have the responsibility of coordinating all emergency response measures. The Emergency Coordinator will be thoroughly familiar with all aspects of the PPC Plan including all operations and activities; the location and characteristics of all materials handled; the location of all records; and the layout of the site. This individual will have the authority to commit the resources necessary to carry out the PPC Plan.

The comprehensive list of Emergency Coordinators and other designated contingency plan officers, their office telephone extensions, home addresses, and home telephone numbers are provided in Table 7.

### 8.3 Duties and Responsibilities of the Emergency Coordinators

At all times, there shall be at least one employee either on the facility premises or on call with the responsibility of coordinating all emergency response measures necessary to minimize or prevent harm to human health and the environment in the event of fire, explosion, emission, and/or discharge of hazardous wastes or materials to the air, soil, surface water, or groundwater.

If an emergency develops, the senior on-duty operator, supervisor, or a security guard will contact the first person on the Emergency Coordinator List. When the Emergency Coordinators are not onsite, they can be called at their homes using the numbers provided. A pocket pager or cell phone will be worn by one of the Emergency Coordinators at all times. This person will be on call in the event of an emergency.

The Emergency Coordinator shall have the authority to commit the resources needed to carry out the contingency plan. Whenever there is an imminent or actual emergency situation, the Emergency Coordinator shall immediately do the following:

- Activate the facility communication system as necessary to notify all facility personnel.
- If necessary, notify the appropriate authorities and contact emergency contractors for assistance.
- Notify other personnel not at the scene, as necessary.

In the event of an emission or discharge, fire, or explosion, the Emergency Coordinator shall immediately identify the character, exact source, amount, and the area extent of emitted or discharged materials, fire, or explosion. He/she may do this by observation, review of facility records or manifests, and, if necessary, by instrumental or chemical analysis.

Concurrently, the Emergency Coordinator shall assess the possible hazards to human health and the environment that may result from an emission, discharge, fire or explosion. The assessment must consider both direct and indirect effects of the emission, discharge, fire or explosion.

If the Emergency Coordinator determines that the facility has had a fire, explosion, emission or discharge which could threaten human health and the environment outside the facility, he/she will report the findings and ask for assistance from the appropriate response agency.

To ensure a high degree of pre-emergency readiness, the designated Emergency Coordinator (Site Manager, Safety Manager or designate) shall be responsible to:

- Be familiar with the location of all safety and industrial equipment including, but not limited to, the equipment listed in Table 3.
- Follow the inspection schedule for all industrial hygiene/safety equipment.
- Test all equipment and repair/replace as necessary.
- Purchase additional equipment, when required, to ensure that each employee has protective clothing and equipment, and has ready access to fire fighting materials.
- Prepare and post a facility map clearly showing access and evacuation routes.
- Conduct a special staff training session on RCRA requirements.
- Involve fire department authorities with emergency routes and emergency equipment, as part of their onsite orientation.

### 8.3.1 Determination of Incident/Response Level

The Emergency Coordinator shall determine the incident response level based on the initial assessment he has made of the situation. These levels are as follows:

*Level 0:*

Incidents, emergencies, accidents that are small in nature and can be easily contained and handled by in-house personnel or first-arriving local emergency response personnel.

*Level 1:*

Those situations beyond the capabilities of in-house personnel and where the local Incident Commander (IC) (Usually the fire official -see below) desires the assistance of the area/regional Hazardous Material Response Team (HMRT) Coordinator and technical assistance for guidance, assistance or consultation. The local IC and HMRT Coordinator may request additional response, if required from the Bucks County Health Department, PAPEP, the U.S. EPA, and U.S. Coast Guard, etc.

Level III :

Generally, Level III incidents will be of proportions which may last for more than one (1) day and be of such magnitude as to be beyond the resources of the Area HMRT Coordinator, in-house facilities and the first responding emergency service personnel.

For Level I Incident/Responses, the Bucks County Communications Center (BCCC - 911) may be notified of the incident after the fact if deemed necessary. The BCCC will then report the incident to the local fire official to verify compliance with applicable regulations.

For Level II or III Incidents/Responses, the Bucks County Communications Center ("911") should be notified immediately. The BCCC shall then dispatch the appropriate fire and other emergency services.

Should outside assistance be required which is beyond the technical expertise of the local authorities, the list of agencies in Table 2, Emergency Response Agencies, should be consulted.

Outside emergency support persons (public health and safety personnel: police, fire, medical emergency response teams, etc.) can be expected to take over from the Emergency Coordinator upon arrival at the site for emergencies requiring medical assistance or evacuation. The ranking official will then act as the incident commander (IC) responsible for management of the emergency. The Emergency Coordinator will be available to assist the IC and the emergency response agencies as necessary.

If the Emergency Coordinator's assessment indicates that evacuation of local areas may be advisable, he should immediately notify the appropriate local authorities and shall be available to help appropriate officials decide whether local areas should be evacuated. Evacuation procedures are discussed in Section D.

### 8.3.2 Casualty Control Plan

The Emergency Coordinator shall determine the existence of probability of onsite casualties. He will also act as the site Casualty Control Officer, and perform the following:

- Summon emergency medical assistance
- When directed, request emergency medical assistance by dialing 911 and be prepared to convey the following information:
  - The nature of the emergency
    - Location of the emergency
    - An estimate of the numbers, types and conditions of casualties
    - The existence of hazardous conditions or special risks
    - The name, location, and telephone number of the caller
- Provide assistance to coordinate search and rescue efforts.
- Designate the location of a first-aid station, and inform the search and rescue team. The regular first-aid station will be located at the Scale House. In case the regular station cannot be used, the alternative first-aid station can be referred to at the Maintenance Shop. If neither station is usable, the EC shall designate the alternative location of the first-aid station.
- Direct casualties who can walk safely to the first-aid station.
- Designate, organize and direct available first-aid personnel.
- Designate a technical person to help identify injury-causing hazardous agents, and provide information on agent toxicity and decontamination. The following organizations can provide emergency chemical information.
  - CHEMTREC
  - Aria Health - Bucks County
  - National Poison Control Center
- Meet incoming emergency/medical assistance personnel and guide them to the first-aid station or location of onsite emergency.

- Transfer the control of casualty treatment and disposition to the Rescue Squad person in charge, upon arrival of the Rescue Squad.
- After the Rescue Squad determines where casualties will be taken the appropriate emergency room is notified of the arrival of casualties, nature of injuries, information on toxicity and decontamination, and any other pertinent information.
- Keep a log of all casualties, listing name, nature of injury, disposition, and time of departure from the site.

Telephone numbers for all of the above referenced agencies are listed in Table 2.

### **8.3.3 Release of Material**

WMF will report to PAPEP any fire, spill or other event that threatens public health and safety, public welfare or the environment. This includes any spills or releases to surface water or groundwater, the responses to the spills, and follow-up required to ensure compliance with applicable regulations.

If the situation warrants, the Emergency Coordinator or trained designee will notify PADEP's Norristown office at (484) 250-5760 and the National Response Center. The telephone report shall include:

1. Name of person reporting the incident;
2. Name and address of the facility;
3. Telephone number where the person reporting can be reached;
4. Date, time and location of the incident;
5. A brief description of the incident, nature of the materials or wastes involved, extent of any injuries, and possible hazards to human health or the environment; and,
6. The estimated quantity of the materials or wastes released and shipping name, hazard class, and UN number.

This information given will be maintained in the facility records.

In addition and as applicable, the following authorities must be notified for spills or discharges into the Delaware River:

Bristol Water Department (Philadelphia Suburban Water Company)  
(215) 785-0500 8:00am-5:00pm  
(267) 716-3297 after 5:00pm and weekends

City of Philadelphia Water Department  
(215) 335-8020 8:00am -6:00pm  
(215) 686-1776 for 24 hour Emergency Switchboard  
(215) 685-8055 for Treatment Plant

EPA, Region III  
(215) 814-5000 (24 hours)

Lower Bucks County Joint  
Municipal Authority  
(215) 945-7400 8:00am- 4:30pm  
(215) 945-1170 after 4:30pm and weekends (Treatment Plant)

US. Coast Guard  
Philadelphia Base  
(215)271-4940

#### 8.4 Chain-Of-Command

The chain of command during an emergency will be executed as follows:

1. The person observing the fire, emission, discharge or explosion reports the condition to his or her immediate supervisor; and
2. The supervisor contacts the District Manager and/or Emergency Coordinator. If the situation requires the Emergency Coordinator to reach site from another location, the supervisor serves as Emergency Coordinator until designated Emergency Coordinator arrives. A list of Emergency Coordinators is included in Section B.2.

The Emergency Coordinator shall determine the existence or probability of injuries and is responsible for ensuring that transportation is available.

1. The Emergency Coordinator will assess the casualty situation and determine the need to summon emergency medical assistance;
2. When determined, the Emergency Coordinator shall request the emergency medical assistance from the Bucks County E.M.S. ("911") and be prepared to convey the following information:
  - This is a request for emergency medical assistance needed by the Fairless Landfill
  - The nature of the emergency;
  - An estimate of the numbers, types, and conditions of casualties;
  - The existence of hazardous conditions or special risks; and,
  - The name, location, and telephone number of the caller.
3. The Emergency Coordinator shall provide assistance to coordinate search and rescue efforts;
4. The Emergency Coordinator shall designate the location of a first-aid station and inform the rescue staff. The regular first-aid station will be located at the Maintenance Facility. In case the regular first-aid station cannot be used, the location of the alternate first-aid station is the Landfill Office. If neither first-aid station is usable, the EC shall designate the alternate location of the first-aid station;
5. Injured persons who can safely walk shall be directed to the first-aid station,
6. The Emergency Coordinator shall designate a technical person to help identify injury-causing hazardous agents and provide information on agent toxicity and decontamination. The following organizations can provide emergency chemical information:
  - CHEMTREC (800) 424-9300;
  - Aria Health- Bucks County (215) 949-5620
  - Saint Mary Hospital (215) 750-2100; and,

- lower Bucks Hospital (215) 785-9400/ (215) 785-9200.
- 7. The Emergency Coordinator or designate will meet incoming emergency medical assistance personnel and guide them to the first-aid station or location of on-site emergency,
- 8. Upon arrival of the Rescue Squad, control of casualty treatment and disposition will transfer to the Rescue Squad person in charge.
- 9. After the Rescue Squad determines where casualties will be taken, the appropriate emergency room is notified of the arrival of casualties, nature of injuries, information on toxicity and decontamination and any other pertinent information; and,
- 10. The Emergency Coordinator or Rescue Squad should keep records of all casualties, listing: name, nature of injury, disposition, and time of departure from the site.

C SPILL LEAK PREVENTION AND RESPONSE

C.1 Pre Release Planning

Areas at the Fairless Landfill where potential spills or leakage of materials may occur include the following:

- Sumphouses;
- Landfill liner and leachate collection system;
- Transfer lines (force main piping);
- Leachate storage tanks and truck connections;
- Gas migration through the landfill liner.

Locations of these areas are shown on Figure 2. Riser pipe housing and header pipe witness chambers are inspected daily for leakage, structural integrity, and proper pump functioning. Components of the leachate collection, conveyance, and storage network are maintained as required to ensure the system operates properly.

The Fairless Landfill is an above-grade double-lined facility with a leachate collection and conveyance system designed to prevent migration of leachate into the underlying soils and groundwater. The groundwater will be monitored by a series of monitoring wells.

The leachate force main outside the landfill limits will be dual contained. A series of inspection manholes will be located along the force main to allow visual inspection of the integrity of the pipes. Collection risers and storage tanks will be equipped with high-level alarms and feed pump cut-offs to prevent overfilling. Influent pipes to the storage tanks will have high-level alarms/cutoffs which stop influent flow when the tanks near capacity. Pumping is automatically restarted when sufficient liquid is removed from the tanks. The storage tanks will have a combined capacity of 2.8 million gallons and will be provided with 18 million gallons of secondary lined containment suitable to contain a potential leak or spill.

The soils and buildings surrounding the landfill will be routinely monitored for gas migration. A gas extraction system will be installed to limit the potential for migration by extracting a vacuum on the landfill. Also, the landfill sump houses are vented to prevent the creation of an explosive atmosphere.

The site does not store significant amounts of deicing salt.

C.2 Material Compatibility:

Piping materials, equipment and construction materials are selected based upon engineering design to withstand all anticipated loads and chemical attacks. All components of the leachate collection piping system are made of material, manufactured to resist corrosive effects of leachate.

Specifications and plans for new or replacement equipment are reviewed by the qualified engineer(s) to assure that proper corrosion protection is specified.

Prior to construction of any material handling, or storage system, manufacturers and suppliers are consulted for information concerning appropriate materials of construction. In addition, literature references and past experience are drawn upon to determine the compatibilities of all materials handled.

CJ Inspection and Monitoring Programs:

All components of the landfill operational systems will be routinely inspected to ensure they are functioning properly. Leachate collection riser sump houses are inspected for conveyance system leaks as part of normal operations. The pumps and piping system of the leachate collection, transmission, and recirculation system will also be regularly inspected for leaks and seeps, as part of the standard operations and maintenance routine of that system.

General inspection and monitoring of the various landfill components are discussed below.

C.3.1 Pipelines and Valves:

Inspections of piping systems and associated valves, supports, and pumps of the leachate collection, leachate conveyance and leachate recirculation systems are performed as a part of routine operations. Any required repairs are performed to ensure the systems remain functional and capable. The purpose of this inspection is to detect leaks or corrosion in the equipment, and initiate the proper remedial action. Operators maintain a log, and note any problems.

C.3.2 On-site Storage Tanks:

The inspection of the tanks and equipment will be conducted on a daily basis to detect leaks, corrosion, or improper operation of the processes. Appropriate remedial action will be specified and performed as necessary. The location of the on-site leachate storage tank area is shown on Figure 2.

C.3.3 Landfill Cover and Leachate Collection System:

The landfill cover and erosion system will be inspected routinely to ensure proper functioning. Leachate collection riser pipe housing, and pump station manholes and condensate structures will be inspected for leaks as part of normal operations.

The pumps and piping system of the leachate recirculation system will also be regularly inspected for leaks and seeps, as part of the standard operations and maintenance routine of the system.

C.3.4 Gas Monitoring System

The perimeter of the landfill will be monitored on a quarterly basis for evidence of landfill gas migration. All facility structures will be checked for evidence of landfill gas with portable detectors. The gas transmission line will be checked on a monthly basis for evidence of any small leaks that might go undetected. Any small leaks could be detected by visually inspecting the pipeline route.

C.3.5 Groundwater Monitoring System

The groundwater monitoring points will be inspected through quarterly and annual sampling events. General repairs and maintenance will be performed during the quarterly sampling events to ensure the integrity of the wells.

C.3.6 Storm Water Discharges

Stormwater runoff from all areas within the permit area will be directed to proposed stormwater management controls, which were designed in accordance with the 25 PA Code Chapter 102 regulations. Copies of the Erosion and Sedimentation Control Plan Drawings are included in Form I of the Phase II Permit Application.

Runoff from the final development slopes of the landfill is controlled by a series of permanent terrace benches and downchutes. Temporary diversion channels will be constructed as necessary to minimize erosion from intermediate development grades and to prevent runoff from the active face from entering the stormwater system. Access roadways will have concrete lined channels to intercept runoff.

All runoff that is collected by the conveyance channels will ultimately discharge into a sedimentation basin. Sedimentation Basin No. 1 is designed to manage flow from the southern portion of the landfill. Sedimentation Basin No. 2 collects flow from the remainder of the site. These basins will discharge into natural waterways. A NPDES permit application will be prepared and submitted for this facility.

Discharge from drainage control structures is controlled by energy dissipaters, riprap channels or other devices as necessary to reduce erosion, to prevent deepening or enlargement of stream channels and to minimize disturbance to surface and groundwater. Discharge structures are designed and maintained according to standard engineering design procedures.

Measures will be implemented in accordance with the facility's Erosion and Sedimentation Control Plan to minimize soil erosion and sedimentation from all areas of the site, including the landfill, borrow areas, and paved and unpaved access areas.

#### C.4 Preventive Maintenance

Preventative maintenance of the landfill will include up-keep of the cap, topsoil cover, and vegetation; cleaning of the surface drainage channels and structures; and inspection of the gas control system. Groundwater monitoring wells will be kept locked at all times; the outer casings will be protected by guide-rail where necessary to prevent damage from vehicles; and the wells will be inspected quarterly.

The facility will implement a preventative maintenance program, which includes advance planning and replacement of equipment components of the leachate collection and conveyance system.

It is imperative that maintenance is conducted in a manner which maintains equipment, structures and other related facilities in good condition and prevents emergencies and unscheduled bypassing. All routine maintenance follows a predetermined schedule:

- Periodic maintenance is routinely performed on all vehicles
- Overhauls are performed as needed, and
- Once a problem is identified it is attended to by facility personnel

Unit Inspection and Service Records are kept for each piece of equipment. All servicing unusual incidents and faulty operating conditions are noted as necessary. By keeping accurate records, a comprehensive parts inventory can be maintained and unnecessary downtime minimized. The maintenance schedule is determined by the actual extent of repairs/maintenance for each piece of equipment.

#### C.5 Housekeeping Program

General housekeeping is conducted throughout the facility to ensure areas remain accessible in an emergency. Housekeeping procedures are specifically required to prevent pollution and injury. The Stormwater Pollution Prevention Plan (SPPP) outlines the housekeeping programs and procedures that prevent pollution of stormwater.

Measures will be implemented in accordance with the facility's Erosion and Sedimentation Control Plan to minimize soil erosion and sedimentation from all areas of the site, including the landfill, paved and unpaved access areas.

Through a network of permanent and temporary stormwater management channels, runoff from the landfill is controlled in a manner that minimizes erosion. All areas of the landfill that have reached final grade will be stabilized with final cover and vegetation. All runoff from the site will be directed to the proposed sedimentation basins, which promote sedimentation and regulate the discharge from the site.

Additional good housekeeping practices implemented to reduce dust generation and sedimentation include establishing temporary vegetation on all stockpiles, using a street sweeper on a weekly basis, and requiring all trucks to pass through a truck wash to minimize the tracking of mud off the site.

## C.6 Security

The primary access routes to the site are U.S. Route 13 to Tyburn Road and then Tyburn Road to New Ford Mill Road. From New Ford Mill Road, traffic enters the private entrance road (Queue Road) to the Waste Management scale facility. Traffic follows the private entrance road for approximately one and one-half (1.5) miles to the scales facility. Access to the existing G.R.O.W.S. North Landfill, TRRF Landfill, and the Fairless Landfill is controlled via the scale facility by means of issuance of electronically encoded cards that are subsequently submitted at the respective landfill for verification/approval and site access admittance.

A security fence and natural barriers enclose the entire landfill and entrance to the site is restricted by the guard house and gate. The site is protected from unauthorized vehicles and dumping is only allowed when the landfill is in operation. Access during non-operating hours is restricted. All access gates are closed and locked during non-operating hours. Buildings are provided with security and fire alarms, which are connected directly to an alarm center. A guard service may also be utilized for added security.

## C.7 External Factor Planning

External factors that could affect facility operations include power outages, strikes, equipment failures, snowstorms and excessive wind. Flooding would not normally have an impact as the site is above the 100-year floodplain.

*Power Outages* Electricity is used to convey leachate to the G.R.O.W.S. TP and to power treatment equipment. An emergency generator is available that will provide the required power during an outage.

*Strikes* In the event of a strike, management personnel would be assigned to operate landfill equipment and would perform inspection and maintenance of the landfill.

*Equipment Failures* Routine inspection and maintenance intervals for mobile landfill equipment will minimize the occurrence of equipment failures that would affect efficient landfilling operations.

If equipment problems occur in the G.R.O.W.S. LTP, the flows will be rerouted and temporarily stored within the on-site storage tanks. While each flow equalization tank is in operation, it can be bypassed by simple valve adjustments. The feed to each tank can be discontinued by closing the feed valve and directing the leachate flow to another tank. An overflow pipe allows leachate to flow from one flow equalization tank to another.

*Snowstorms* Extended snowstorms are relatively infrequent in the Delaware Valley. Access has rarely been a problem at the facility because of heavy truck traffic to and from the landfill and the US Steel complex. Many vehicles using area roads are equipped with snow plows. A motor grader will be available on-site to aid in snow removal.

Snow and ice may also require operational changes at the landfill tipping face. Properly maintained transfer trailer tippers may generally be used in all weather applications. However, as with all equipment, periods of excessive snow and ice can minimize traction on the tipping platform and require that operations be suspended.

*Excessive Wind* Transfer trailer tippers will not be used in periods of excessive wind as recommended by the manufacturer. Winds in excess of 40 mph will cause unstable tipping conditions when the platform is elevated and may also cause the potential for greater travel distance of windblown litter exists. The permanent and portable litter fences surrounding the working face and the facility help to contain wind-blown litter within the site boundaries.

## C.8 Employee Training Program:

Employees are trained in proper work procedures, spill response safety, and fire prevention/fighting techniques. In addition, monthly safety meetings are held to emphasize safe working practices and

maintain a state-of-readiness to respond to an emergency situation. Management personnel also routinely attend seminars given by safety or environmental specialists to ensure they remain sufficiently trained in emergency management programs.

All new employees are instructed in their job specific duties by a supervisor during their probationary employment period. During this time they are also made aware of applicable laws, rules, and regulations.

Procedures are reviewed periodically to ensure that they represent the best available technology. In addition to normal training, each employee is trained in all changes to the procedures made necessary as a result of improved technology or changed regulations. This training is performed as needed.

D COUNTERMEASURES

0.1 Countermeasures to be Undertaken by Facility:

If a spill or discharge of liquids or solids occurs within the facility containment area or is immediately contained so as not to pose a threat to human health or environment, the material will be cleaned up and appropriately handled by on-site personnel. The contingency plan would not be implemented and a report not filed in this situation, but the incident would be noted in the daily operations record.

During an emergency, the Emergency Coordinator shall take all reasonable measures necessary to ensure that fire, explosion, emission, or discharge does not occur, recur, or spread to other materials or wastes at the facility. These measures will include, where applicable, stopping processes and operations, collecting and containing released material or wastes, and removing or isolating containers.

If the facility stops operations in response to a fire, explosion, emission, or discharge, the Emergency Coordinator should monitor for leaks, pressure build-up, gas generation, or ruptures in valves, pipes, or other equipment, wherever this is appropriate.

The Emergency Coordinator or their designee will initiate a head count from the sign-in/sign-out list, personnel time cards or through other appropriate means.

The Emergency Coordinator must always be notified (Primary Emergency Coordinator, if available).

1.2 Countermeasures to be Undertaken by Contractors:

Outside emergency support persons (i.e., public health and safety personnel, police, fire department, medical assistance team, emergency response team, etc.) can be expected to take over from the Emergency Coordinator upon site arrival for emergencies requiring medical assistance or evacuation. The Emergency Coordinator will be available to assist the emergency response agencies, as necessary.

Most on-site spills will most likely be handled by Fairless Landfill personnel. However, in the event that additional resources are required (or a spill occurs offsite), one or more of the spill response contractors listed in Table 5 should be contacted for assistance.

All facility Emergency Coordinators have full authorization to immediately engage the services of the mentioned contractors in an emergency spill control event.

1.3 Internal and External Communications and Alarm Systems:

1.3.1 Internal Communications:

A complete two-way radio system is used to facilitate internal communication. Two-way radio base stations are located at the laboratory, the landfill office, and the maintenance facility. Mobile units are located on key pieces of mobile operations equipment, managers' vehicles. The radio equipment is considered intrinsically safe and is fully operational in all weather conditions. Internal communications are also conducted on internal and external telephone systems, with independent outside lines installed at key locations.

1.3.2 External Communications:

External communication is done by telephone.

1.4 Facility Evacuation Plan for Site Personnel:

A major explosion or uncontrolled fire would be the most likely cause for a complete evacuation of the facility. This type of incident is unlikely, due to the limited scope of operations at the facility. Figure 3

provides a general evacuation route map for the entire facility. Otherwise, evacuation would be limited to the specific facility area involved in the fire or accidental release of hazardous material.

Authority and responsibility to order a complete or partial evacuation of the facility rests upon the Emergency Coordinators.

The following is applicable when an incident has occurred and after the Emergency Coordinator has determined that site evacuation is required:

- The Emergency Coordinator activates the evacuation by broadcasting evacuation instructions to area supervisors, via radio devices and / or telephone.
- Personnel evacuation should proceed as follows:
  - If downwind of incident, evacuate perpendicularly to the wind direction over the most accessible route.
  - If upwind of incident, evacuate in upwind direction.
- Reassemble and remain at pre-established regrouping area(s), upwind of the incident location, until the Emergency Coordinator has accounted for all persons onsite. The three regrouping areas are:
  - The maintenance and infrastructure area (Regrouping Area A)
  - Bordentown Road near the gas recovery plant (Regrouping Area B)
  -
- The EC activates the Casualty Control Plan, if necessary.

#### **0.5 Emergency Equipment Available for Response:**

Table 3, Safety and Emergency Equipment, is a general list of emergency equipment available at the site. All equipment is maintained in a ready state at all times except during maintenance. Due to the nature of operations at this facility, there is very little potential for the contamination of emergency equipment. If the equipment becomes contaminated, it is cleaned or replaced as soon as practical after use and returned to its proper location for emergency readiness. Generally, the equipment can be decontaminated by cleaning with water and/or detergents. The Safety Manager will then determine if the equipment can be reused. Any safety equipment that cannot be reused and is disposable will be properly disposed. All safety equipment that has been disposed of will be replaced as soon as possible.

First aid supplies are maintained by a contract service. All used supplies will be disposed of properly. If site personnel notice that any first-aid kits are running low in supplies, the Safety Manager will be notified and the appropriate item will be replaced.

In the event of an emergency, adequate space will be maintained to allow the unobstructed movement of emergency personnel and equipment to any location on the site. The landfill access roads accommodate two-traffic, and the area of fill is open and unobstructed. The Emergency Coordinator will ensure that all access roads are kept free of obstruction during an emergency. Section 0.4, Evacuation Plan for Installation Personnel, is a detailed description of the current Evacuation Plan.

Pursuant to 25 PA Code §273.302 (a) (4), emergency equipment at the facility includes gas-monitoring equipment. Fairless Landfill has a gas-monitoring plan, to detect any potential gas related mitigation.

The internal and external communication systems are detailed in Section 0.3, Internal and External Communications and Alarm System, of this PPC Plan.

A vehicle is available to mobilize emergency response equipment.

Fire extinguishers are operationally inspected every month, and hydrostatically tested at their required frequencies by a fire extinguisher service company.

C The fire-fighting equipment agents that are effective with fires involving the materials present at the facility are tri-class dry, chemical extinguishers. The site does not have a professional fire fighting staff, but its personnel have been trained in the use and operation of portable fire extinguishers. In the event of a fire, the Falls Township Fire Department (see Table 2) will be immediately notified.

A listing of fire extinguishers, their size, type, and location is available.

To ensure a high degree of pre-emergency readiness, the designated Emergency Coordinator (Site Manager, Safety Manager or designate) shall be responsible to:

- Be familiar with the location of all safety and industrial equipment including, but not limited to, the equipment listed in Table 3.
- Follow the inspection schedule for all industrial hygiene/safety equipment.
- Test all equipment and repair/replace as necessary.
- Purchase additional equipment, when required, to ensure that each employee has protective clothing and equipment, and has ready access to fire fighting materials.
- Prepare and post a facility map clearly showing access and evacuation routes.
- Conduct a special staff training session on RCRA requirements.
- Involve fire department authorities with emergency routes and emergency equipment, as part of their onsite orientation.

## E EMERGENCY SPILL CONTROL NETWORK

### E.1 Arrangements With Local Emergency Response Agencies

Outside emergency support persons (i.e., public health and safety personnel, police, fire department, medical assistance team, emergency response team, etc.) can be expected to take over from the Emergency Coordinator upon arrival at the site for emergencies requiring medical assistance or evacuation. The Emergency Coordinator will be available to assist the emergency response agencies, as necessary.

The facility will submit the PPC Plan to the emergency organizations listed in Table 1. Telephone numbers for Emergency Response Agencies are provided in Table 2.

#### E.1.1 Local Police:

The local police department is the Falls Township Police Department. The police department will divert traffic as they deem necessary according to their preplanned traffic control patterns and limit access to the facility to authorized personnel during emergency conditions. The police department, fire department, and Emergency Coordinator will collectively determine whether or not community evacuation will be necessary, as well as the extent of evacuation. The evacuation would be conducted by the police department.

The same procedures would be followed in the event that the emergency situation did not warrant summoning the fire department, but police department assistance was required.

#### E.1.2 Local Fire Department:

Where available volumes of water are adequate to meet emergency needs, the local fire departments are equipped with water pumps to fight Class A fires. The facility maintains a surface water load-out facility at its Turkey Hill Surface Runoff Pond, which has sufficient capacity to supply trucks to handle an emergency.

In addition to the facility's own equipment, there are three fire departments located in the vicinity of the site that can provide services:

- Levittown Fire Company, No.1, Levittown, PA
- Falls Township Fire Department, Fallsington, PA
- Union Fire Company, Morrisville, PA

#### E.1.3 Local Hospitals:

Aria Health - Bucks County Hospital is a Comprehensive Class 8 hospital that provides full medical services. This hospital is the site's first choice for services in an emergency. The hospital is located approximately 8 miles and 15 to 20 minutes from the site. The emergency room is staffed 24 hours a day by a registered nurse and a physician. Specialty medical services are readily available and also on-call. The hospital can provide initial aid on severe burn cases, and then transfer the patient to the Grazer-Chester Medical Center in Chester. The Aria Health -Bucks County Hospital has developed a disaster plan, which would mobilize the entire hospital in the event of a large-scale community disaster.

St. Mary's Hospital, Newtown, Pennsylvania, is a Regional Trauma Center. In the event traumatic of life threatening injuries, the patient will be immediately transported to this center.

The Lower Bucks Hospital is a Comprehensive Class 8 hospital that provides full medical services. The hospital is located within 10 to 15 minutes of the site. The emergency room is staffed 24 hours a day by a registered nurse and a physician. The emergency room is equipped to handle 15 emergency patients. Special medical services are available on-call. The hospital can provide initial aid on severe burn cases.

The patient would then be transferred to the Crozer-Chester Medical Center in Chester.

The Burn Foundation of the Greater Delaware Valley provides helicopter air evacuation services for burn victims.

The Levittown-Fairless Hills (Station 154) Rescue Squad's staff includes paramedics, emergency medical technicians, and assistants trained in CPR and advanced first aid. Attendants are dispatched on a 24-hour basis. Stand-by service is available from the Bucks County Rescue Squad, which is similarly equipped.

## **E.2 Notification Lists:**

If the Emergency Coordinator determines that the facility has had an emission, discharge, fire, or explosion which could threaten human health or the environment, he or she shall report their findings and request assistance, as necessary, from the agencies listed below.

- |    |  |  |
|----|--|--|
| A. | Pennsylvania Department of Environmental Protection<br>Water Management Program (Operations)<br>2 East Main Street<br>Norristown, PA 19401<br>24 hr. emergency response number | (484) 250-5760<br><br><br><br><br>(484) 250-5900 |
| B. | U.S. Environmental Protection Agency<br>Region Iff<br>1650 Arch Street<br>Philadelphia, PA 19103   | <br><br><br><br>(215) 814-5000                   |
| C. | National Response Center (24 hrs.)   | (800) 424-8802                                   |
| D. | Pennsylvania Department of Environmental Protection<br>Waste Management Program<br>2 East Main Street<br>Norristown, PA 19401  | (484) 250-5960<br><br><br><br><br>               |
| E. | Pennsylvania Department of Environmental Protection<br>Bureau of Hazardous Waste Management<br>P.O. Box 2063<br>Harrisburg, PA 17210   | (717) 787-6239<br><br><br><br><br>               |
| F. | Pennsylvania Fish Commission   | (717) 787-6239                                   |

Local emergency agencies to be notified (as needed) are provided in Table 2.

E.3 Downstream Notification Requirement for Storage Tanks

The Fairless Landfill will not have an aggregate aboveground storage capacity in excess of 21,000 gallons of regulated substances. The facility is therefore not subject to downstream notification requirements.

**F STORMWATER MANAGEMENT PRACTICES**

**F.1 Appropriateness Of Storm Water Management Practices**

The entire facility is located above the level of the 100-year flood plain. Stormwater run-off at Fairless Landfill is managed within the site boundaries prior to discharge. Landfill run-off is managed by a series of swales, drop inlets, and culverts which convey the stormwater to sedimentation basins before it is discharged to the Delaware River. These swales, drop inlets, culverts, and sedimentation basins are part of the site's Erosion and Sedimentation Control Plan. Other housekeeping procedures or programs are in-place to prevent and minimize pollution from impacting stormwater.

C

**G SEDIMENT AND EROSION PROTECTION**

**G.1 Measures Employed To Limit Erosion**

The entire facility is located above the level of the 100-year flood plain. Stormwater run-off at Fairless Landfill is managed within the site boundaries prior to discharge. Landfill run-off is managed by a series of swales, drop inlets, and culverts which convey the stormwater to sedimentation basins before it is discharged to the Delaware River. These swales, drop inlets, culverts, and sedimentation basins are part of the site's Erosion and Sedimentation Control Plan. Other housekeeping procedures or programs are in place to prevent and minimize pollution from impacting stormwater.

**H     ENGINEERING CERTIFICATION**

I certify I have examined the facilities at Fairless Landfill, and that I am familiar with the provisions in this Preparedness, Prevention and Contingency (PPC) Plan and that I attest that the PPC Plan has been prepared in accordance with good engineering practices.

\_\_\_\_\_  
(Signature)

Name:                  Brian P. Boivin, PE      

Registration    No:       P.E. : 0517-22...E      

State:                  Pennsylvania      

Date:            \_\_\_\_\_

**SIGNATURE**

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system design to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

\_\_\_\_\_  
(Signature)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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**LIST OF TABLES**

TABLE NO. DESCRIPTION

1	PPC Plan Distribution
2	Emergency Response Agency Telephone Numbers
3	Safety & Emergency Equipment - General List
4	Record of Receipt- PPC Plan
5	Spill Response Contractors
6	PPC Plan Revisions
7	List of Emergency Coordinators

TABLE 1  
PPC PLAN DISTRIBUTION

1. Pennsylvania Department of Environmental Protection  
    Bureau of Solid Waste (484-250-5960)  
    Bureau of Water Quality (484-250-5970)  
    2 East Main Street  
    Norristown, PA 19401
2. Falls Township Fire Department (215-547-5222)
3. Falls Township Police Department (215-949-9100)
4. Bucks County Health Department (215-345-3318)
5. Aria Health- Bucks County Hospital (215-949-5260)
6. Bucks County Rescue Squad (215-788-0446)
7. Levittown-Fairless Hills Rescue Squad (215-547-2822)
8. Morrisville Rescue Squad (215-295-6766)
9. Bucks County Emergency Management Agency (215-340-8700)

TABLE 2

EMERGENCY RESPONSE AGENCIES

Agency	Telephone Number
Emergency (Police Fire Medical)	911
Falls Township Fire Department (County Dispatch Fire and Rescue)	215-54 7-5222
Levittown-Fairless Hills Rescue Squad	215-547-2622
Morrisville Rescue Squad	215-295-6766
Bucks County Rescue Squad	215-788-0446
Falls Township Police Department	215 949-9100
Bucks County Health Department	215 345-3316 (day)
Pennsylvania Department of Environmental Protection Harrisburg Norristown, Waste Management (Operations)	717-787-7381 484-250-5900
United States Environmental Protection Agency (EPA)	215-814-5000
EPA National Response Center	800-424-8802
United States Coast Guard (Port of Philadelphia)	215-271-4940
CHEMTREC	800-424-9300
Lower Bucks Hospital (Emergency Room)	215-785-9400/ 215-785-9200
Aria Health- Bucks County Hospital (Emergency Room)	215-949-5260
National Poison Control Center	800-722-7112/215-386-2100
City of Philadelphia Water Department	215-685-6300
Lower Bucks County Joint Municipal Authority	215-945-7400 (day) 215-945-1170 (after hours)
Bucks County Emergency Management Agency (24 hrs)	215-340-8700
Bristol Sewer Department	215-785-0500 {day) 267-716-3297 (after hours)
Suburban Water	800-711-4779
Crozier-Chester Medical Center	610-447-2000
The Burn Foundation, Greater Delaware Valley	215-545-3816

TABLE 3

**SAFETY AND EMERGENCY EQUIPMENT - GENERAL LIST**

- 0 Personal protective equipment
- 0 Manhole entry equipment
- 0 Firstaid kits
- 0 Eyewash stations
- 0 Shower stations
- 0 Stretcher
- 0 Fire blanket
- 0 Spill containmenVclean up equipment
- 0 Fire extinguishers

TABLE 4

RECORD OF RECEIPT- PPC PLAN

A copy of the Fairless Landfill PPC Plan (Revision No. \_\_) was received by me on behalf of:

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

RECEIVED BY:

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_

DATE \_\_\_\_\_

**TABLES**

**SPILL RESPONSE CONTRACTORS**

1. Lewis Environmental Group  
155 Railroad Plaza  
Royersford, PA 19408  
  
(800) 258-5585
  
2. US Environmental.  
409 Boot Street  
Reading, PA 19335  
  
(610) 518-5800
  
3. SHAW Environmental  
  
(800) 537-9540

Fairless Landfill  
Preparedness, Prevention, and Contingency (PPC) Plan

TABLE 6  
PPC Plan Revisions

Revision Number	Date of Revision	Reason for Revision	Responsible Person
0	October 2013	First Issuance	

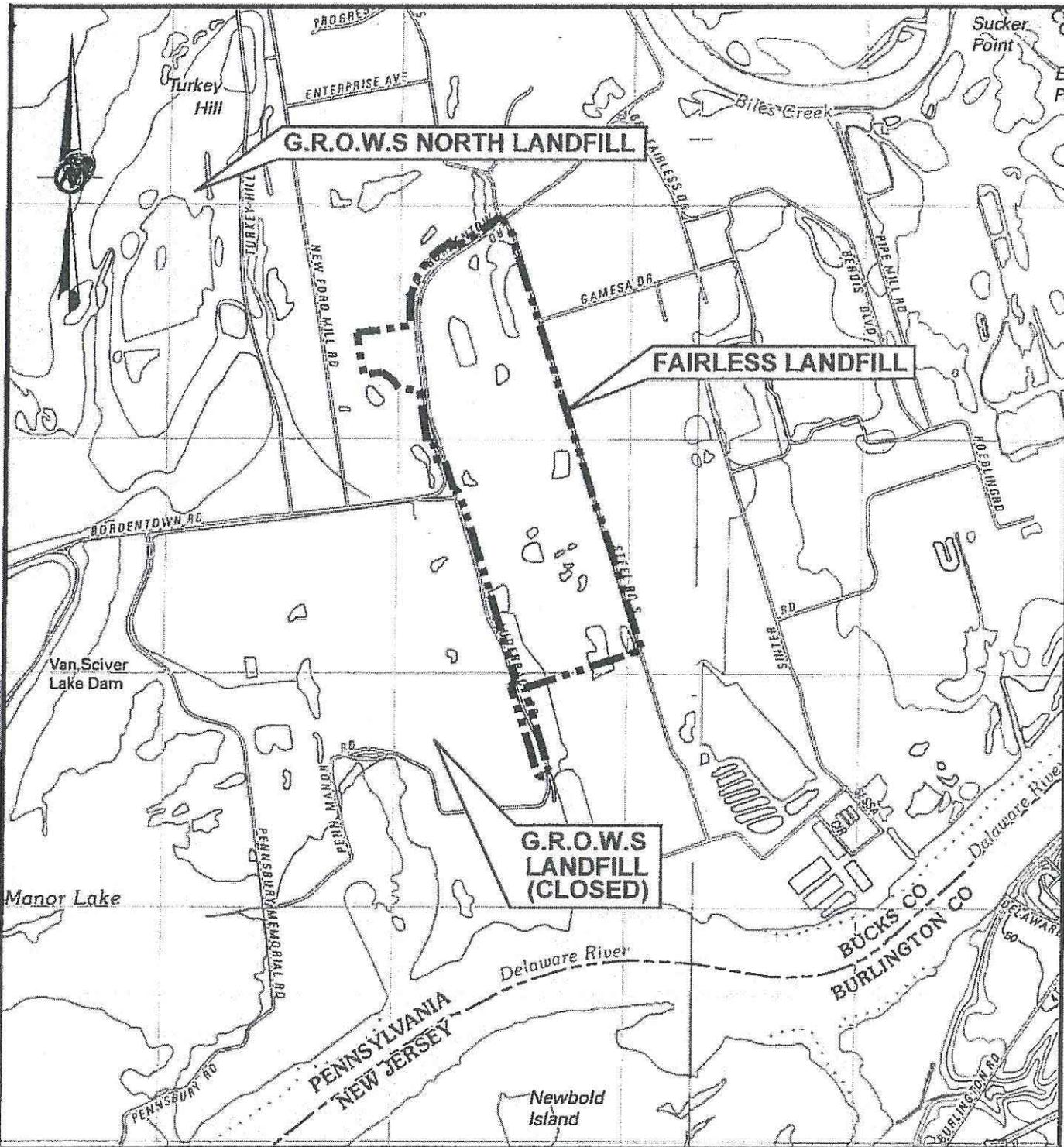
Fairless Landfill  
Preparedness, Prevention, and Contingency (PPC) Plan

TABLE 7

LIST OF EMERGENCY COORDINATORS  
Fairless Landfill

EC TYPE	NAME	CONTACT INFORMATION
PRIMARY	Bob Jones	10 Nearwood Lane Levittown, PA Office: 215-428-4368 Home: 215M943M7968 Cell: 215M768-4051
ALTERNATE# 1	Bob Iulucci	228 Pump Branch Road Waterford, NJ 08089 Office: 215-428-4390 Home: 856-768M4795 Cell: 215M768M3077
ALTERNATE # 2	Ed Kucowski	1349 N. River Road Yardley, PA 19067 Office: 215-428M3236 Home: 267M392M5293 Cell: 215M620-1181
ALTERNATE # 3	Chris Fieldson	14 Harbor Road Levittown, PA 19056 Office: 215-428-4380 Cell: 215-397-6862
ALTERNATE # 4	Jarod Freese	38 Pinetree Drive Audubon, PA 19403 Office: 215-428-4391 Home: 484-831-5356 Cell: 215-783-2216

**FIGURES**



Site Vicinity.dwg Jan 27, 2014 1:47pm

**REFERENCE**

1.) BASE MAP TAKEN FROM USGS 7.5 MINUTE SERIES QUADRANGLES OF TRENTON EAST, NJ/PA, DATED 2011, AND TRENTON WEST, NJ/PA, DATED 2011.

2000 0 2000  
SCALE FEET



SCALE	AS SHOWN	TITLE
DATE	10/28/13	<b>SITE VICINITY MAP</b>
DESIGN	JB	
CADD	JB	
CHECK	JPG	
REVIEW	PAW	

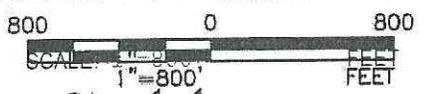
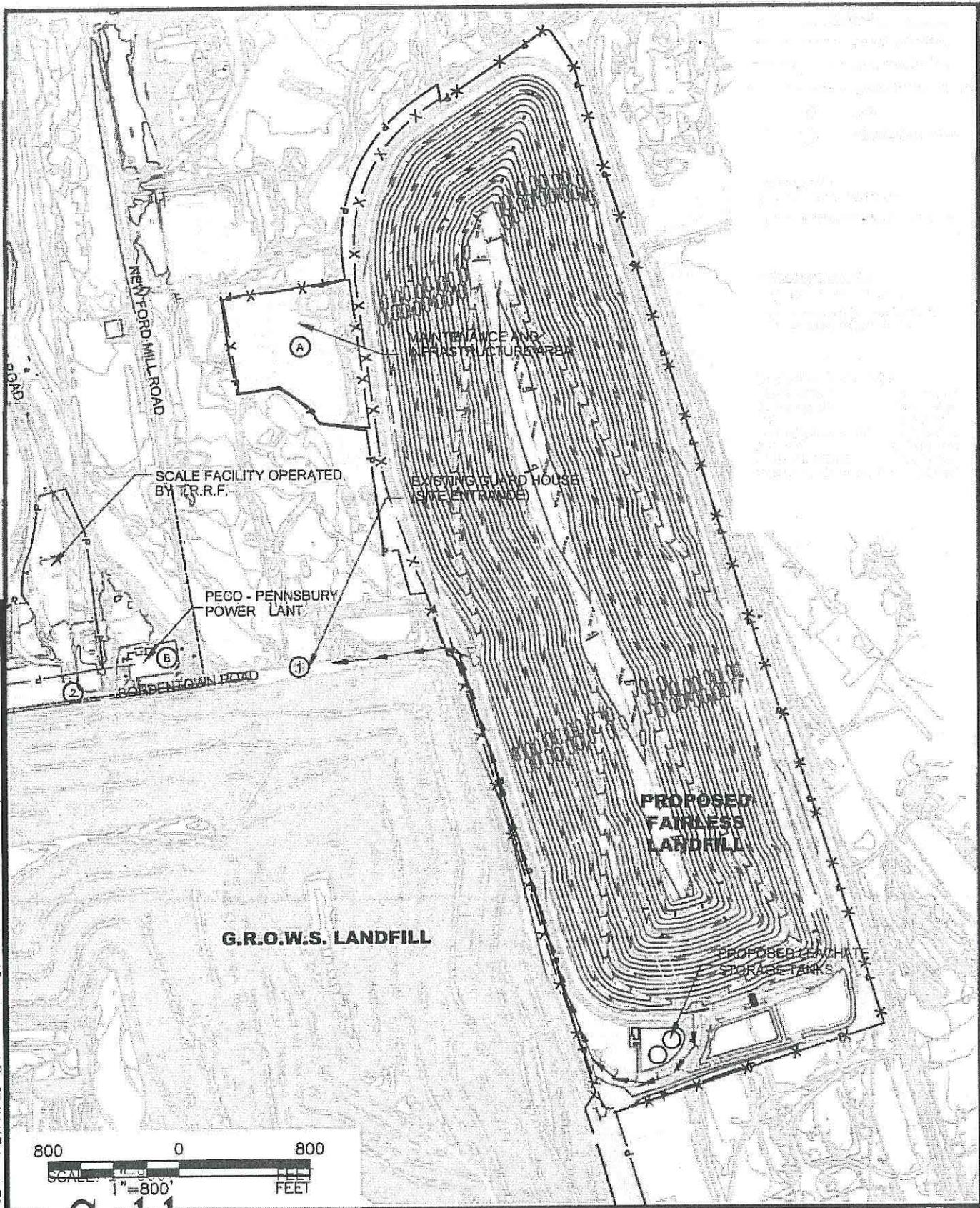
FILE No.	0738608613B061
PROJECT No.	073-86086-13 REV. 0



FAIRLESS LANDFILL

Drawing File: 0738608613B061

Drawing Title: 03-0305B 3001 P.C. FOR ST. 111 Route.dwg Jan 27, 2014 - 1:54 pm



**.Gold**

Philadelphia USA

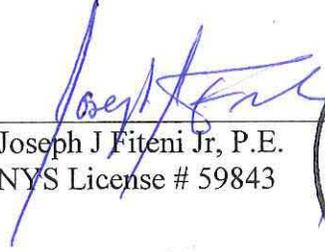
SCALE	SHOWN	DATE	10/28/13
DESIGN	JB		

**EVACUATION ROUTES, SCALE AND STAGING AREAS**

FILE No.	0738608613B063	REV.	0
PROJECT No.	073-86086-13	REVIEW	PAW

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I Joseph J Fiteni Jr P.E., Vice President of Savin Engineers P.C. hereby represent that I have personally overseen the accumulation of information contained in this, WMNY LLC Emergency Plan and Contingency Plan – Appendix K – January 2018 on behalf of Waste Management of New York LLC. It has been prepared in accordance with the terms of the Southwest Brooklyn Marine Transfer Station Part 360 Permit (NYSDEC Permit No. 2-6106-00002/00022). This Appendix also complies with information provided to WMNY by third parties such as DSNY, HDR, manufacturers and suppliers.

  
\_\_\_\_\_  
Joseph J Fiteni Jr, P.E.  
NYS License # 59843



3/28/18  
Date

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