

# Texas Commission on Environmental Quality

## Permit or Registration Application for a Municipal Solid Waste Facility

### Part I Instructions

#### FORM AVAILABILITY:

This form, as well as other Municipal Solid Waste documents and pertinent rules, is available on the Internet. The TCEQ Home Page is at: <http://www.TCEQ.state.tx.us>. Once you have accessed the home page, select **Forms and Publications** and follow the system prompts. The number for this form is 0650. Questions may be e-mailed to [mswper@TCEQ.state.tx.us](mailto:mswper@TCEQ.state.tx.us).

The original application plus all copies for New and Major Amendments should be submitted to:

Texas Commission on Environmental Quality  
Attention: Waste Permits Division, MC 126  
P. O. Box 13087  
Austin, Texas 78711-3087

The original application plus all copies for Modifications, Minor Amendments, and Temporary Authorizations should be submitted to:

Texas Commission on Environmental Quality  
Attention: Municipal Solid Waste Permits Section, MC 124  
Waste Permits Division  
P. O. Box 13087  
Austin, Texas 78711-3087

TELEPHONE INQUIRIES: (512) 239-2334 - Technical – Municipal Solid Waste Permits Section, Waste Permits Division  
(512) 239-6413 - Waste Identification - Registration and Reporting Section, Registration, Review, and Reporting Division  
(512) 239-1240 - Office of Air Quality, New Source Review  
(512) 239-0600 - Legal - Legal Division  
(512) 239-0187 - Application Fees - Financial Administration Division

Pursuant to Section 361.067 of the Texas Health and Safety Code, the TCEQ is required to mail a copy of this application or a summary of its contents to other regulatory agencies. Part I may be considered a summary of the entire application provided that all questions are completely answered. Therefore, Part I responses must not rely solely on cross-references to other sections of the application.

#### SUBMITTAL:

The complete application should be typewritten or printed neatly in black ink. If the application has been prepared using word processing, the third copy should consist of paper copies of all plans and maps and a computer diskette of the remaining document. The document should be formatted in word processing software compatible with agency software. Files may be compressed using compatible file compression software.

For a new permit, major amendment to a permit, or registration application, submit:

1. the original application plus three (3) full copies;
2. twelve (12) additional copies of Part I: General Information, of the application;
3. a check for payment of application fees transmitted directly to the TCEQ Financial Administration Division with a photostatic copy of the check included in the original application; and
4. Pre-printed mailing labels of the adjacent landowners or an electronic mailing list on diskette in Microsoft Word compatible format.

For modifications and minor amendments to an issued permit, modifications to an issued registration, or for temporary authorization requests, submit:

1. an original application plus two (2) full copies, consisting of, at a minimum, Part I plus replacement pages for the changed portions of the application that change as a result of the modification or minor amendment;
2. a description of the exact changes to be made to the permit or registration conditions and supporting documents referenced by the permit or registration;
3. an explanation of why the modification or minor amendment is needed; and
4. a check for payment of application fees transmitted directly to the TCEQ Financial Administration Division with a photostatic copy of the check included in the modification or minor amendment application.

**For all notice of deficiency responses, please resubmit page 1 and a new signature page 10 plus the appropriate number of copies.**

Several modifications may be submitted as one application.

#### APPLICATION REVISIONS:

Please submit any application revisions with a revised date and page numbers at the bottom of the page(s).

#### WAIVERS:

Any request for waiver of any of the applicable requirements of this permit application must be fully documented.

#### DESIGNATION OF MATERIAL AS CONFIDENTIAL:

The Commission has a responsibility to provide a copy of each application to other review agencies and to interested persons upon request and to safeguard confidential material from becoming public knowledge. Thus, the Commission requests that the applicant (1) be prudent in the designation of material as confidential and (2) submit such material only when it might be essential to the staff in their development of a recommendation.

The Commission suggests that the applicant **NOT** submit confidential information as part of the permit or registration application. However, if this cannot be avoided, the confidential information should be described in non-confidential terms throughout the application, cross-referenced, and submitted as a separate document or binder, and conspicuously marked "CONFIDENTIAL."

Reasons of confidentiality include the concept of trade secrecy and other related legal concepts which give a business the right to preserve confidentiality of business information to obtain or retain advantages from its right in the information. This includes authorizations under, 18 U.S.C. 1905 and special rules cited in 40 CFR Chapter I, Part 2, Subpart B.

The applicant may elect to withdraw any confidential material submitted with the application. However, the permit cannot be issued, amended, or modified if the application is incomplete.

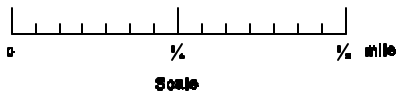
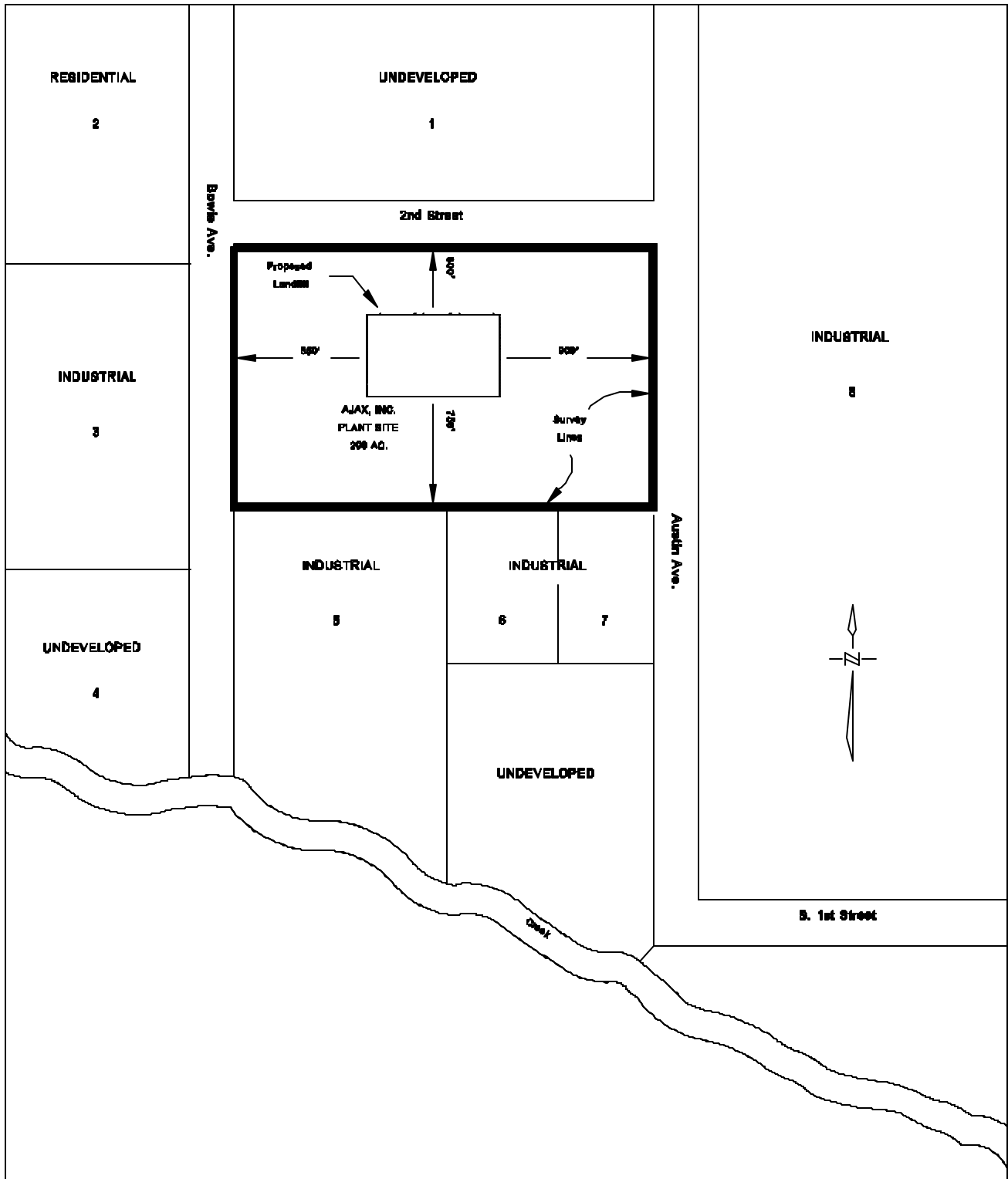
#### PRE-APPLICATION MEETING/PUBLIC PARTICIPATION ACTIVITIES [30 TAC §330.53]:

The TCEQ encourages applicants to hold a pre-application meeting with the public to allow both the applicant and the public to identify potential issues. Applicants are also encouraged to hold a pre-application meeting with TCEQ MSW Permits Section staff and to notify the Municipal Solid Waste Permits Section, Waste Permits Division of an intent to file a permit application.

If a local review committee has been established to facilitate communication between the applicant and the local host community, the applicant should summarize the activities of the committee and submit this summary with the application. Any report completed by the review committee must also be submitted.

**SAMPLE APPLICATION MAP**

**ALL ADJACENT LANDOWNERS SHALL BE IDENTIFIED**



LANDOWNERS CROSS-REFERENCED TO  
APPLICATION MAP

The persons identified below would be considered as affected persons.

- |    |   |    |  |
|----|---|----|--|
| 1. | MR & MRS SAMUEL L DAVIS<br>11901 STAR BLVD<br>AUSTIN TX 78759 | 5. | JAXSON BREWING CO<br>4240 KNIGHTS BRIDGE<br>DALLAS TX 77640  |
| 2. | MR & MRS EDWARD SANCHEZ<br>1405 LINE ROAD<br>WACO TX 76710    | 6. | PLAINVIEW COMPANY<br>6647 CRAIGMOUT LANE<br>HOUSTON TX 77590 |
| 3. | TEX-LINK CORP<br>8411 N W HWY<br>HOUSTON TX 77590             | 7. | ABC CHEMICALS INC<br>1212 ZIP STREET<br>DALLAS TX 77640      |
| 4. | MR & MRS TED GOLDSBY<br>3210 AUSTIN AVE<br>WACO TX 76724      | 8. | BIG-C BOTTLE CO<br>10024 REGIONAL BLVD<br>BOVINA TX 79402    |

MINERAL INTEREST OWNERSHIP UNDER THE FACILITY

BOB SANDERS  
867 HOLLOWBEND ROAD  
SEGUIN TX 78155

CAROL SANDERS  
5309 MAPLE LANE  
GAUSE TX 77857

TED HENDERSON  
459 MAGUIRE AVE  
HARPER TX 78631

ALICE HENDERSON  
2222 LONGWAY  
DOOLE TX 76836

FACILITY EASEMENT HOLDERS

STAR PIPELINE  
100 S FANNIN  
HOUSTIN TX 77002

LONE STAR UTILITIES  
1000 COMMERCE ST  
DALLAS TX 75230

In accordance with 30 TAC §39.5(b), please also submit this mailing list electronically. The electronic list must contain only the name, mailing address, city, state, and zip code with no reference to the lot number or lot location.

Alternatively, the applicant may elect to submit pre-printed mailing labels of this mailing list with the application.



# Texas Commission on Environmental Quality

## Permit or Registration Application for Municipal Solid Waste Facility

### Part I

#### A. General Information

Facility Name:	City of Crockett Municipal Solid Waste Transfer Station			
Physical or Street Address (if available):	200 North Fifth Street			
(City) (County)( State)( Zip Code):	Crockett	Houston County	TX	75835
(Area Code) Telephone Number:	936-544-5156			
Charter Number:				

If the application is submitted on behalf of a corporation, provide the Charter Number as recorded with the Office of the Secretary of State for Texas.

Operator Name <sup>1</sup> :	City of Crockett			
Mailing Address:	200 North Fifth Street			
(City) (County)( State)( Zip Code):	Crockett	Houston County	TX	75835
(Area Code) Telephone Number:	936-544-5156			
(Area Code) FAX Number:	936-544-4976			
Charter Number:				

If the permittee is the same as the operator, type "Same as Operator".

Permittee Name:	City of Crockett			
Physical or Street Address (if available):	200 North Fifth Street			
(City) (County)( State)( Zip Code):	Crockett	Houston County	TX	75835
(Area Code) Telephone Number:	936-544-5156			
Charter Number:				

If the application is submitted by a corporation or by a person residing out of state, the applicant must register an Agent in Service or Agent of Service with the Texas Secretary of State's office and provide a complete mailing address for the agent. The agent must be a Texas resident.

Agent Name:				
Mailing Address:				
(City) (County)( State)( Zip Code):				
(Area Code) Telephone Number:				
(Area Code) FAX Number:				

#### Application Type:

<input type="checkbox"/>	Permit	<input type="checkbox"/>	Major Amendment	<input type="checkbox"/>	Minor Amendment
<input checked="" type="checkbox"/>	Registration	<input checked="" type="checkbox"/>	Modification	<input type="checkbox"/>	Temporary Authorization
		<input type="checkbox"/>	w/Public Notice		
		<input type="checkbox"/>	w/out Public Notice	<input type="checkbox"/>	Notice of Deficiency Response

<sup>1</sup> The operator has the duty to submit an application if the facility is owned by one person and operated by another [30 TAC 305.43(b)]. The permit will specify the operator and the owner who is listed on this application [Section 361.087 Texas Health and Safety Code].

Facility Classification:

<input type="checkbox"/>	Type I	<input type="checkbox"/>	Type IV	<input checked="" type="checkbox"/>	Type V	<input type="checkbox"/>	Type IX
<input type="checkbox"/>	Type I AE	<input type="checkbox"/>	Type IV AE	<input type="checkbox"/>	Type VI		

Activities covered by this application (check all that apply):

<input checked="" type="checkbox"/>	Storage	<input checked="" type="checkbox"/>	Processing	<input type="checkbox"/>	Disposal
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Waste management units covered by this application (check all that apply):

<input type="checkbox"/>	Containers	<input type="checkbox"/>	Tanks	<input type="checkbox"/>	Surface Impoundments	<input type="checkbox"/>	Landfills
<input type="checkbox"/>	Incinerators	<input type="checkbox"/>	Composting	<input type="checkbox"/>	Type IV Demonstration Unit	<input type="checkbox"/>	Type IX Energy/Material Recovery
<input checked="" type="checkbox"/>	Other (Specify)	Transfer Facility		<input type="checkbox"/>	Other (Specify)		
<input type="checkbox"/>	Other (Specify)			<input type="checkbox"/>	Other (Specify)		

Is this submittal part of a Consolidated Permit Processing request, in accordance with 30 TAC Chapter 33?

Yes  No

**If yes**, state the other TCEQ program authorizations requested.

Provide a brief description of the portion of the facility covered by this application. For amendments, modifications, and temporary authorizations, provide a brief description of the exact changes to the permit or registration conditions and supporting documents referenced by the permit or registration. Also, provide an explanation of why the amendment, modification, or temporary authorization is requested.

**Modify Site Operating Plan to match current operation and allow greater range of equipment**

Does the application contain confidential Material?  Yes  No

If yes, cross-reference the confidential material *throughout the application* and submit as a separate document or binder conspicuously marked "CONFIDENTIAL."

Bilingual Notice Instructions

For certain permit applications, public notice in an alternate language is required. If an elementary school or middle school nearest to the facility offers a bilingual program, notice may be required to be published in an alternative language. The Texas Education Code, upon which the TCEQ alternative language notice requirements are based, trigger a bilingual education program to apply to an entire school district should the requisite alternative language speaking student population exist. However, there may not exist any bilingual-speaking students at a particular school within a district which is required to offer the bilingual education program. For this reason, the requirement to publish notice in an alternative language is triggered if the nearest elementary or middle school, as a part of a larger school district, is required to make a bilingual education program available to qualifying students and either the school has students enrolled at such a program on-site, or has students who attend such a program at another location in satisfaction of the school's obligation to provide such a program as a member of a triggered district.

If it is determined that a bilingual notice is required, the applicant is responsible for ensuring that the publication in the alternate language is complete and accurate in that language. Electronic versions of

the Spanish template examples are available from the TCEQ to help the applicant complete the

Except for Type I AE and Type IV AE landfill facilities, for permits, registrations, amendments, and modifications requiring public notice, provide the URL address of a publicly accessible internet web site where the application and all revisions to that application will be posted.

publication in the alternative language.

Bilingual Notice Application Form:

Bilingual notice confirmation for this application:

1. Is a bilingual program required by the Texas Education Code in the school district where the facility is located?  YES  NO

(If NO, alternative language notice publication not required)

2. If YES to question 1, are students enrolled in a bilingual education program at either the elementary school or the middle school nearest to the facility?  YES  NO

(IF YES to questions 1 and 2, alternative language publication is required; If NO to question 2, then consider the next question)

3. If YES to question 1, are there students enrolled at either the elementary school or the middle school nearest to the facility who attend a bilingual education program at another location?  YES  NO

(If Yes to questions 1 and 3, alternative language publication is required; If NO to question 3, then consider the next question)

4. If YES to question 1, would either the elementary school or the middle school nearest to the facility be required to provide a bilingual education program but for the fact that it secured a waiver from this requirement, as available under 19 TAC '89.1205(g)?  YES  NO

(If Yes to questions 1 and 4, alternative language publication is required; If NO to question 4, alternative language notice publication not required)

If a bilingual education program(s) is provided by either the elementary school or the middle school

Public place where administratively complete permit application will be located.				
Public Place (e.g., public library, county court house, city hall, etc.):	City of Crockett City Hall			
Mailing Address:	200 North Fifth Street			
(City) (County)( State)( Zip Code):	Crockett	Houston	TX	75835
(Area Code) Telephone Number:	936-544-5156			

nearest to the facility, which language(s) is required by the bilingual program?

Note: Applicants for new permits and major amendments must make a copy of the administratively complete application available at a public in the county where the facility is, or will be, located for review and copying by the public.

**B. Facility Location**

Local Government Jurisdiction:	City of Crockett
Within City Limits of:	Crockett
Within Extraterritorial Jurisdiction of City of:	N/A
Is the proposed municipal or industrial solid waste disposal or processing facility located in an area in which the governing body of the municipality or county has prohibited the disposal or processing of municipal or industrial solid waste? (If YES, provide a copy of the ordinance or order):	
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Provide a description of the location of the facility with respect to known or easily identifiable landmarks.
approximately 200 CY (uncompacted) per week

Detail the access routes from the nearest United States or state highway to the facility.
FM 229 (Navarro Rd.), Loop 304, FM 2706 (Houston Ave), North & South Durette, Hwy 21, Hwy 7, (Goliad Avenue), Hwy 19

Provide the latitudinal and longitudinal geographic coordinates of the facility.

Latitude	N 31° 10' 22"
Longitude	W 95° 28' 01"
Elevation (above msl)	N/A coordinates for general site location

Is the facility within the Coastal Management Program boundary?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Texas Department of Transportation District Location:

TXDOT District Name & Number:	Lufkin District - XI		
District Engineer's Name:	David Colemorgan		
Street or P. O. Box:	1805 North Timberland Drive		
(City) (County)( State)( Zip Code):	Lufkin	Angelina	TX 75902
(Area Code) Telephone Number:	936-634-4433		
(Area Code) FAX Number:	936-633-4374		

The local governmental authority or agency responsible for road maintenance:

Contact Person's Name:	City of Crockett - Director of Public Works		
Street or P. O. Box:	200 North Fifth Street		
(City) (County)( State)( Zip Code):	Crockett	Houston County	TX 75835
(Area Code) Telephone Number:	936-544-8391		
(Area Code) FAX Number:	936-544-4976		

State Representative:

District Number:	11		
State Representative's Name:	Chuck Hupson		
District Office Address:	214 South Main		
(City) (County)( State)( Zip Code):	Jacksonville	Cherokee	TX 75766
(Area Code) Telephone Number:	903-541-2250		
(Area Code) FAX Number:	903-586-0823		

State Senator:

District Number:	
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State Senator's Name:	Steve Ogden			
District Office Address:	3740 Copperfield Dr., Suite 102			
(City) (County)( State)( Zip Code):	Bryan	Brazos	TX	77802
(Area Code) Telephone Number:	979-776-0521			
(Area Code) FAX Number:	979-776-8951			

**Council of Government (COG) Information:**

COG Name:	Deep East Texas C.O.G.			
COG Representative's Name:	Honorable Willie Kitchen			
COG Representative's Title:	Second Vice President			
Street or P. O. Box:	401 East Houston #202			
(City) (County)( State)( Zip Code):	Crockett	Houston	Tx	75835
(Area Code) Telephone Number:	936-544-9014			
(Area Code) FAX Number:				

**River Basin Information:**

River Authority:	Trinity River Authority			
Contact Person's Name:	Steve Lee			
Watershed Sub-Basin Name:	Trinity			
Street or P. O. Box:	1693 Old Hwy 19			
(City) (County)( State)( Zip Code):	Crockett	Trinity	TX	75862
(Area Code) Telephone Number:	936-594-5349			
(Area Code) FAX Number:	936-594-5349			

This site is located in the following District of the U.S. Army Corps of Engineers:			
<input type="checkbox"/> Albuquerque, NM	<input checked="" type="checkbox"/> Ft. Worth, TX	<input type="checkbox"/> Galveston, TX	<input type="checkbox"/> Tulsa, OK

**C. Maps**

**General**

For permits, registrations, and amendments only, submit a topographic map, ownership map, county highway map, or a map prepared by a registered professional engineer or a registered surveyor which shows the facility and each of its intake and discharge structures and any other structure or location regarding the regulated facility and associated activities. Maps must be of material suitable for a permanent record, and shall be on sheets 8-1/2 inches by 14 inches or folded to that size, and shall be on a scale of not less than one inch equals one mile. The map shall depict the approximate boundaries of the tract of land owned or to be used by the applicant and shall extend at least one mile beyond the tract boundaries sufficient to show the following:

each well, spring, and surface water body or other water in the state within the map area;

the general character of the areas adjacent to the facility, including public roads, towns and the nature of development of adjacent lands such as residential, commercial, agricultural, recreational, undeveloped, etc;

the location of any waste disposal activities conducted on the tract not included in the application; and

the ownership of tracts of land adjacent to the facility and within a reasonable distance from the proposed point or points of discharge, deposit, injection, or other place of disposal or activity.

**General location maps**

For permits, registrations, and amendments only, submit at least one general location map at a scale of one-half inch equals one mile. This map shall be all or a portion of a county map prepared by Texas Department of Transportation (TxDOT). If TxDOT publishes more detailed maps of the proposed facility area, the more detailed maps shall also be included in Part I. Use the latest revision of all maps.

**Land ownership map**

Provide a map that locates the property owned by adjacent and potentially affected landowners. The maps should show all property ownership within 500 feet of the facility, on-site facility easement holders, and all mineral interest ownership under the facility.

**Landowners list**

Provide the adjacent and potentially affected landowners' list, keyed to the land ownership map with each property owner's name and mailing address. The list shall include all property owners within 500 feet of the facility, easement holders, and all mineral interest ownership under the facility. Provide the property, easement holders', and mineral interest owners' names and mailing addresses derived from the real property appraisal records as listed on the date that the application is filed. Provide the list in electronic form, as well.

**D. Property owner information**

For permits, registrations, amendments, and modifications that change the legal description, a change in owner, or a change in operator only, provide the following:

- (1) the legal description of the facility;
  - (A) the abstract number as maintained by the Texas General Land Office for the surveyed tract of land;
  - (B) the legal description of the property and the county, book, and page number or other generally accepted identifying reference of the current ownership record;
  - (C) for property that is platted, the county, book, and page number or other generally accepted identifying reference of the final plat record that includes the acreage encompassed in the application and a copy of the final plat, in addition to a written legal description;
  - (D) a boundary metes and bounds description of the facility signed and sealed by a registered professional land surveyor;
  - (E) on-site easements at the facility, and
  - (F) drawings of the boundary metes and bounds description; and
- (2) a property owner affidavit signed by the owner.

**E. Legal authority**

Provide verification of the legal status of the owner and operator, such as a one-page certificate of incorporation issued by the secretary of state. List all persons having over a 20% ownership in the proposed facility.

Indicate Ownership status of the facility:

<input type="checkbox"/>	Private	<input type="checkbox"/>	Corporation	<input type="checkbox"/>	Partnership	<input type="checkbox"/>	Proprietorship	<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Public	<input type="checkbox"/>	Federal	<input type="checkbox"/>	Military	<input type="checkbox"/>	State	<input type="checkbox"/>	Regional
<input type="checkbox"/>	County	<input checked="" type="checkbox"/>	Municipal	<input type="checkbox"/>	Other (Specify)				

Does the operator own the facility units and the facility property?  Yes  No

If "No," for permits, registrations, amendments, and modifications that changes the legal description, a change in owner, or a change in operators submit a copy of the lease for the use of or the option to buy the facility units or facility property, as appropriate, and identify:

Owner Name:			
Street or P. O. Box:			
(City) (County) (State) ( Zip Code):			
(Area Code) Telephone Number:			
(Area Code) FAX Number:			
Charter Number:			

**F. Evidence of competency**

For permits, registrations, amendments, and modifications that change the legal description, a change in owner, or a change in operators submit a list of all Texas solid waste sites that the owner and operator have owned or operated within the last ten years.

Site Name	Site Type	Permit/Reg. No.	County	Dates of Operation

Submit a list of all solid waste sites in all states, territories, or countries in which the owner and operator have a direct financial interest.

Site Name	Location	Dates of Operation	Regulatory Agency (Name & Address)

A licensed solid waste facility supervisor, as defined in 30 TAC Chapter 30, Occupational Licenses and Registrations will be employed before commencing facility operation.

Provide the names of the principals and supervisors of the owner's and operator's organization, together with previous affiliations with other organizations engaged in solid waste activities.

Name	Previous Affiliation	Other Organization

For landfill permit applications only, evidence of competency to operate the facility shall also include landfilling and earthmoving experience if applicable, and other pertinent experience, or licenses as described in 30 TAC Chapter 30 possessed by key personnel. The number and size of each type of equipment to be dedicated to facility operation will be specified in greater detail on Part IV of the application within the site operating plan.

Landfilling/Earthmoving Equipment Types	Personnel Experience or Licenses
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For mobile liquid waste processing units, submit a list of all solid waste, liquid waste, or mobile waste units that the owner and operator have owned or operated within the past five years. Submit a list of any final enforcement orders, court judgments, consent decrees, and criminal convictions of this state and the federal government within the last five years relating to compliance with applicable legal requirements relating to the handling of solid or liquid waste under the jurisdiction of the commission or the United States Environmental Protection Agency. Applicable legal requirement means an environmental law, regulation, permit, order, consent decree, or other requirement.

Solid waste, liquid waste, or mobile waste units owned or operated within past 5 years	Texas and federal final enforcement orders, court judgments, consent decrees, and criminal convictions

**G. Appointments**

Provide documentation that the person signing the application meets the requirements of 30 TAC §305.44, Signatories to Applications. If the authority has been delegated, provide a copy of the document issued by the governing body of the owner or operator authorizing the person that signed the application to act as agent for the owner or operator.

**H. Application Fees**

For a new permit, registration, amendment, modification, or temporary authorization, submit a \$150 application fee.

For authorization to construct an enclosed structure over an old, closed municipal solid waste landfill in accordance with 30 TAC 330 Subchapter T, submit a \$2,500 application fee.

If paying by check, send payment to:

Texas Commission on Environmental Quality  
 Financial Administration Division, MC 214  
 P. O. Box 13087  
 Austin, Texas 78711-3087

Payment maybe made online using TCEQ e-pay at <a href="http://www.tceq.state.tx.us/e-service/index.html">www.tceq.state.tx.us/e-service/index.html</a>	
E-pay confirmation number	

PROPERTY OWNER AFFIDAVIT

"I, Ronald M. DUNCAN, City Administrator  
(property owner)

acknowledge that the State of Texas may hold me either jointly or severally responsible for the operation, maintenance, and closure and post-closure care of the facility. For a facility where waste will remain after closure, I acknowledge that I have a responsibility to file with the county deed records an affidavit to the public advising that the land will be used for a solid waste facility prior to the time that the facility actually begins operating as a municipal solid waste landfill facility, and to file a final recording upon completion of disposal operations and closure of the landfill units in accordance with Title 30 Texas Administrative Code §330.19, Deed Recordation. I further acknowledge that I or the operator and the State of Texas shall have access to the property during the active life and post-closure care period, if required, after closure for the purpose of inspection and maintenance."



(Owner signature)

4/2/07

(Date)

Signature Page

I, Michael K. Cleghorn, Director, Solid Waste  
(Operator) (Title)

certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate 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 there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature: [Handwritten Signature] Date: 4/2/07

TO BE COMPLETED BY THE OPERATOR IF THE APPLICATION IS SIGNED BY AN AUTHORIZED REPRESENTATIVE FOR THE OPERATOR

I, \_\_\_\_\_, hereby designate \_\_\_\_\_  
(Print or Type Operator Name) (Print or Type Representative Name)

as my representative and hereby authorize said representative to sign any application, submit additional information as may be requested by the Commission; and/or appear for me at any hearing or before the Texas Commission on Environmental Quality in conjunction with this request for a Texas Water Code or Texas Solid Waste Disposal Act permit. I further understand that I am responsible for the contents of this application, for oral statements given by my authorized representative in support of the application, and for compliance with the terms and conditions of any permit which might be issued based upon this application.

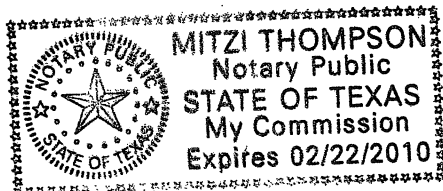
\_\_\_\_\_  
Printed or Typed Name of Operator or Principal Executive Officer

\_\_\_\_\_  
Signature

SUBSCRIBED AND SWORN to before me by the said Michael Cleghorn

On this 10<sup>th</sup> day of April, 2007

My commission expires on the 22<sup>nd</sup> day of February, 2010



Mitzi Thompson  
Notary Public in and for

Houston County, Texas

(Note: Application Must Bear Signature & Seal of Notary Public)



# CITY OF CROCKETT

April 2, 2007

Texas Commission on Environmental Quality  
Financial Administration Division, MC 214  
P.O. Box 13087  
Austin, Texas 78711-3087

Re: SOP Modification Fee (\$ 150.00) for City of Crockett Solid Waste Transfer Station

Dear Sir/Madam:

The purpose of this letter is to remit a check for \$ 150.00 for Fees associated with the Modification of the SOP for the City of Crockett Solid Waste Transfer Station.

If you have further questions about this matter, please contact me at (936) 544-5156 or Fax (936) 544-4976; Solid Waste Director Mine Cleghorn at (936) 544-4025; or Alan Draper, P.E., KSA Engineers, at (936) 637-6061 or (936) 637-6239.

Sincerely,

  
RONALD M. DUNCAN  
City Administrator

## SITE OPERATING PLAN

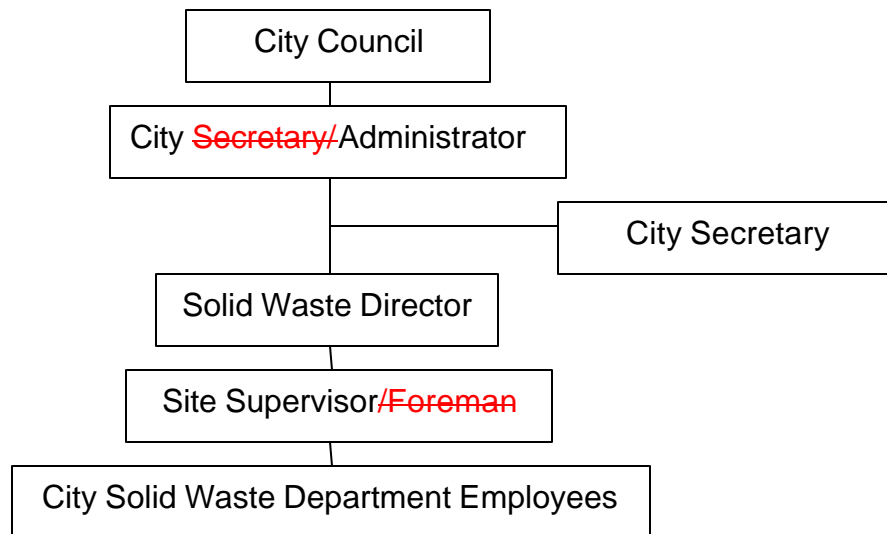
### GENERAL

The City of Crockett Transfer Station is strictly for the use of the City of Crockett Solid Waste Department. Only those trucks used to collect solid waste by the City of Crockett will use the site. The transfer station site is not open to the public for receiving waste. A privately owned transfer station is located near the City and is open to the public for disposal of waste by individuals and other generators of waste.

### SITE MANAGEMENT

#### ORGANIZATIONAL STRUCTURE

The City of Crockett Municipal Solid Waste Transfer Station is owned and operated by the City of Crockett. The City employs a Solid Waste Director who operates the transfer station through management of a supervisor and several laborers. The following is a schematic of the organizational structure for this facility.



#### JOB DESCRIPTIONS/CATEGORIES

**City Secretary/Administrator** – The City Secretary/Administrator serves as the executive director for the City of Crockett Municipal Solid Waste Transfer Station. This person is responsible for:

- approval/coordination of large capital expenditures;
- coordination with State Officials;

- management of legal matters/coordination with the City Attorney;
- general supervision of the Solid Waste Director.

Capital expenditures beyond the normal operating budget and daily management of the facilities will be considered by the City **Secretary**/Administrator who in turn will present these needs to the City Council. An example of such an expenditure is the purchase of a new packer truck.

If the City of Crockett Municipal Solid Waste Transfer Station comes under investigation by the ~~TNRCC~~, **TCEQ** the City **Secretary**/Administrator will be the primary contact person for all official documents. Other State permitting needs which are beyond the scope of everyday operations will also be managed by the City **Secretary**/Administrator.

Any legal matters which might be raised in relation to the City of Crockett Municipal Solid Waste Transfer Station will be coordinated through the City **Secretary**/Administrator.

The City **Secretary**/Administrator is responsible for coordination with and supervision of the Solid Waste Director. This includes corrective actions when the supervisor is found to be negligent or irresponsible in management of transfer station operations and personnel.

**City Secretary** – is the principal assistant to the City Administrator, serves as the Human Resources Officer for all personnel matters and acts as City Administrator during his/her absence.

**Solid Waste Director** – The Solid Waste Director will provide primary management of the City of Crockett Municipal Solid Waste Transfer Station. The Solid Waste Director will be one of two on-site managers, at least one of which will be present at the facility a minimum of 75 percent of normal operating hours. With respect to the transfer facilities, the Solid Waste Director will be responsible for:

- management of all solid waste department personnel;
- reviewing and processing all transfer station records;
- directing transfer station operations in accordance with the Site Operating Plan;
- procuring and maintaining fuel and material supplies;
- arranging for and facilitating maintenance services;

- resolving incidental problems outside the capabilities of the other site personnel;
- serving as the primary public and business contact for the transfer station.

The Solid Waste Director will be required to have training in solid waste management. Such training will be kept current by providing the Solid Waste Director with continuing education on an annual basis. If the City determines to hire a person to fill the position of Solid Waste Director who does not have proper training in solid waste management, he/~~she~~ shall be provided with training and certification within six months of ~~his~~ the date of hire.

Basic aspects of management of the site personnel will include scheduling of employee's hours, direction of work tasks to be accomplished by site personnel, and review of employee's work. The number of persons required for daily operations shall be determined by the Solid Waste Director. As long as the transfer station is owned and operated by the City of Crockett, the hiring and management policies of the City of Crockett shall be adhered to unless other arrangements are made by the City with respect to transfer station operations.

In keeping records, the Solid Waste Director will adhere to the requirements of the State and the items outlined in this Site Operating Plan – Record Keeping. The Solid Waste Director may train other site personnel in record keeping tasks when other considerations do not prevent these tasks from being delegated. Ultimately, the Solid Waste Director will be responsible for the accuracy and completeness of these records and should take this into consideration when delegating and record keeping.

The Solid Waste Director, through his knowledge of solid waste management, will keep the transfer station site operating in accordance with this Site Operating Plan. This includes inspection of work, keeping the site supplied with necessary fuel and materials, resolution of problems outside the general responsibilities or capabilities of other site personnel, and, in accomplishing all of these tasks, serving as the primary public and business contact for the transfer station.

In general, the Solid Waste Director is responsible for insuring that the site is operated in accordance with this registration application as approved by the ~~TNRCC~~ TCEQ. The Solid Waste Director is accountable to the City ~~Secretary~~/Administrator and should keep the City ~~Secretary~~/Administrator informed about transfer station operations on a regular basis.

**Supervisor** – The Supervisor will provide secondary management of the City of Crockett **Foreman** Municipal Solid Waste Transfer Station under the direction of the Solid Waste Director. In coordination with the Solid Waste Director, the Supervisor will be one of two on-site managers, at least one of which will be present at the facility a minimum of 75 percent of normal operating hours. With respect to the transfer station facilities, the Supervisor will be responsible for:

- Management of site personnel in the absence of or as directed by the Solid Waste Director;
- Resolving incidental problems outside the capacities of the other site personnel in the absence of or as directed by the Solid Waste Director.

The Supervisor will assist the Solid Waste Director in managing transfer station operations on a daily basis, including direction of work details and basic problem resolution.

**Laborer** – Laborers will be used in the gathering and transfer of wastes as well as site clean-up and other incidental items of manual work. These personnel will be under the direct supervision of the Solid Waste Director and the Supervisor.

#### **EQUIPMENT LIST**

~~2-25 yard capacity packer trucks~~

~~2-2 ton, 12 yard dump bed trucks~~

Equipment will be maintained in sufficient amount and type in order to accomplish removal of the City's waste.

## **OPERATING PROCEDURE**

### **HOURS OF OPERATION**

**The City of Crockett Transfer Station may be operated 24 hours a day 7 days a week. Operating hours for the public will be determined by the solid waste director and prominently displayed as required by TAC 330, 119.**

The City of Crockett Municipal Solid Waste Transfer Station will operate on the following schedule:

Monday	9:00 am – 2:00 pm
Tuesday	9:00 am – 2:00 pm
Thursday	9:00 am – 2:00 pm
Friday	9:00 am – 2:00 pm

Any changes in this schedule will be reported to the TNRCC and the Site Operating Plan will be modified as required.

### **SITE SIGN**

A site sign will be located at the entrance to the site and will include the registrant's name, registration number, operating hours, and site rules as follow:

<p style="text-align: center;"><b>CITY OF CROCKETT MUNICIPAL SOLID WASTE TRANSFER STATION TNRCC MSW PERMIT #</b></p> <p style="text-align: center;"><b>OPERATING HOURS</b></p> <p style="text-align: center;"><b>Monday, Tuesday, Thursday, &amp; Friday 9:00 am – 2:00 pm</b></p> <p style="text-align: center;"><b>FOR THE USE OF CITY OF CROCKETT MUNICIPAL SOLID WASTE PERSONNEL ONLY.</b></p> <p style="text-align: center;"><b>NO PRIVATE DUMPING PERMITTED.</b></p>
--

The site sign will be a minimum of 4'x4' in dimension with lettering at least 3" in height.

**ACCESS CONTROL**

The City of Crockett Municipal Solid Waste Transfer Station is located in the easternmost portion of a larger parent tract of land owned by the City of Crockett. Access to the transfer station is controlled through a 6” tall chain-link, barbed-wire topped fence surrounding the parent tract. Additional separation from public easement is provided by the remainder of the larger tract lying between FM 229 and the transfer station site. During working hours personnel are on site who are able to prevent unauthorized use of the facilities. When the transfer station and facilities on the larger site are not in operation, the gated entrance is locked to prevent unauthorized access during non-working hours.

**Site Access Roads**

The site will be accessed from FM 229 (Navarro Road), through the site entrance and down approximately 500’ of gravel and concrete road within the larger surrounding property. A secondary interior road allows for access to the transfer station facility should the primary interior road become impassable. The interior roads on the surrounding property are approximately 12’ in width while FM 229 is a State maintained asphalt paved Farm-to-Market road with a 20’ driving surface.

**SOLID WASTE DATA**

Waste flow, as reported on page 4 of the registration application, was determined from past operation records. Household waste in the City of Crockett is separated by the residents into recyclable **wastes materials** and household garbage. Recyclables are collected and processed as a separate waste stream from municipal solid waste. Only non-recyclable, residential municipal solid waste is processed through the City of Crockett Transfer Station. Commercial municipal solid waste **is may be** taken directly from the source to **or to the transfer station prior to going to** the landfill.

The site operator reported a schedule of municipal solid waste flow as follows:

	Uncompacted CY	Compacted CY
Monday	70	16
Tuesday	50	11
Wednesday	NO TRANSFER ACTIVITY	
Thursday	60	14
Friday	<del>40</del> 60	9
<b>TOTAL</b>	<b><del>220</del> 240</b>	<b>50</b>

Uncompacted waste ~~is will be~~ collected ~~in small dump-bed trucks in any authorized equipment~~ and transferred to ~~compacting larger vehicles or trailers/compactors~~ for transport to the ~~Angelina County any authorized~~ Landfill. Waste is stored ~~in compaction trucks on site~~ no longer than 24 hours per load. Normally two ~~25-CY~~ loads of compacted waste are transferred per week from this facility. ~~However, loads of compacted or uncompacted waste are transferred as required.~~

### **UNLOADING OF WASTE**

The unloading/transfer of waste will be confined to as small an area as practical, that area being defined as the transfer station facilities. No waste shall be transferred or unloaded outside of the registered transfer facilities ~~except during all emergencies~~. Any municipal solid waste to be transferred which is inadvertently unloaded outside of the registered transfer facilities will be removed promptly and disposed of properly.

As the site is operated for the expressed use of the City Solid Waste Department personnel, all waste transfer activities will be monitored by authorized attendants. Prohibited wastes which were not identified in preliminary curb-side screening will be identified at the transfer station and promptly handled in an appropriate manner.

### **EASEMENTS AND BUFFER ZONES**

No utility easements are encroached or bordered by the City of Crockett Transfer Station.

The transfer station facility is located more than 50' from any property line, providing adequate buffer between the facility and adjacent properties.

Sufficient access to the site is provided for fire fighting and other emergency vehicles.

### **CONTROL OF WINDBLOWN WASTE AND LITTER**

Materials to be transferred at this location are primarily bagged municipal solid waste collected by the City of Crockett through curb-side service. It is believed that windblown wastes will be minimal due to the nature of the transferred materials. As an additional protective measure, at a minimum, the site will be policed at the end of each working day for windblown waste and litter. Waste collected in this manner will be disposed of properly.

### **Materials Along the Route to the Site**

The City of Crockett will take steps to ensure that **any** vehicles hauling waste to the transfer station are enclosed and provided with a tarpaulin, net, or other means to properly secure the load in order to prevent the escape or any part of the load by blowing or splitting. The City of Crockett will be responsible for the cleanup of waste materials spilled by their vehicles along and within the right-of-way of public access roads serving the site for a distance of two miles in either direction from the site entrance.

### **DISPOSAL OF LARGE ITEMS**

No large, heavy, or bulky items will be transferred through the City of Crockett Municipal Solid Waste Transfer Station. Examples of such items include, but are not limited to, white goods (household appliances), air conditioner coils, metal tanks, large metal pieces, **couches, mattress,** and automobiles. **However, to accommodate city customers the City of Crockett will operate a large item pickup twice a each year for City residents at no additional cost, for disposal of the above mentioned items. Residents wishing to dispose of items other than these two times will utilize the private facility located near the City. No construction or demolition material will be accepted at this facility.**

### **DISPOSAL VECTOR CONTROL**

As the City of Crockett Municipal Solid Waste Transfer Station will not serve to store waste materials for long periods of time, it is believed that the resident vector population will be limited if not nonexistent. Collection and processing equipment will be cleaned regularly to retard the harborage, feeding, and propagation of vectors. It is proposed that the size and mobility of the transfer vehicles will prevent trouble from rodents and larger animals. If vectors become a problem, more active control measures will be taken to insure that the problem is reduced or eliminated, including the use of pesticides.

### **SALVAGING AND SCAVENGING**

Salvaging will not be allowed to interfere with the efficient operation of the City of Crockett Transfer Station. Salvaged materials may be considered as potential recycled materials. Salvaged materials will be removed from the site **daily** to prevent the items from becoming a nuisance, to preclude the discharge of any pollutants from the area, and to prevent an excessive accumulation of material at the site. **Containers ~~will~~ which contain commercial waste, construction and/or demonstrate material ~~will~~ may be brought back to the transfer station to be screened for salvageable material prior to ~~repacking for~~ transfer to the landfill transport.**

Class I industrial and special wastes received at the disposal site shall not be salvaged. Pesticide, fungicide, rodenticide, and herbicide containers shall not be salvaged unless they are being salvaged processed through a State supported recycling program.

Scavenging shall not be allowed.

### **ENDANGERED SPECIES PROTECTION**

The existing facilities do not provide permanent residence for any wildlife, nor will activities at this site negatively impact any wildlife in the area. Proposed improvements to the facility will be completed on the existing developed area. As a result, it is believed that no endangered species will be taken, harmed, threatened, or destroyed as a result of this facility.

### **POLLUTION CONTROL**

Although transfer activities are proposed for minimal waste handling and limited exposure of the site environment to transferred waste, controls and procedures, aside from the general operating guidelines set in the remainder of the registration application and Site Operating Plan are outlined below:

#### **Ponded Water**

The ponding of water around the transfer facility shall be prevented. The site is graded to prevent ponding of water if ponding is observed, site drainage will be studied and means of preventing future water pollution problems will be proposed and implemented.

#### **Equipment Cleaning**

Waste collection and transfer equipment will be cleaned regularly. Wash facilities with proper sanitary drainage will be used so that wash water will ~~ne~~ not run off and contribute to surface or ground water pollution.

#### **Spill Containment**

Curbing around the area where the trucks are parked during the actual transferring of the waste contains any spills which may occur. The curbed area will be graded to drain to a sump and a sanitary sewer line will drain the wastewater to the City's wastewater collection system at the north end of the City's recycling property.

#### **Site Drainage**

Curbing to be provided for spill containment will also serve as runoff control in the immediate transfer area. Rainfall within the curbed transfer facility will drain to the sump and to the City's sanitary sewer system. Runoff around the transfer facility will be minimized by a ditch to be provided to

devert drainage around the facility. Drainage calculations are included in the Site Drainage Plan at the end of the application.

### **Air Pollution and Ventilation**

The City of Crockett Municipal Solid Waste Transfer Station is not enclosed, nor will an inordinate amount of air pollution be created by operations at this site. Wastes transferred at this facility will generally be contained, controlling odor, and will not remain at the site more than 24 hours, **or 48 hours on weekends**, limiting the time in which odors could be expected to be proliferated. If air pollution problems are observed, a means of mitigating their source or impact will be studied, proposed, and implemented.

### **Fire Protection**

Minor fires will be extinguished with on-vehicle fire extinguishers or available water hoses.

Fire protection is provided by the City of Crockett Fire Department. The Fire Department may be reached by calling:

911 or **(409 936)544-2222-5553**

### **Disposal of Special Wastes**

Special wastes will not be transferred at this facility. As the facility is used solely by the City of Crockett Solid Waste Department, **wastes** brought to the facility will have been screened at curb-side for special waste content. If **special wastes** are observed in curb-side **wastes**, they will not be collected for hauling to the transfer station. If **special wastes** are inadvertently brought to the transfer facility and observed in **wastes** to be transferred, these **wastes** will be removed **from from** the transfer load promptly and handled in an appropriate manner.

### **Disposal of Industrial Wastes**

Industrial **wastes** will not be transferred at this facility. As the facility is used solely by the City of Crockett Solid Waste Department, **wastes** brought to the facility will have been screened at curb-side for industrial waste content. If **industrial wastes** are observed in curb-side **wastes**, they will not be collected for hauling to the transfer station. If **industrial wastes** are inadvertently brought to the transfer facility and observed in **wastes** to be transferred, these **wastes** will be removed from the transfer load promptly and handled in an appropriate manner. **Containers owned by the City may**

be brought to the transfer station prior to the landfill to be screened for salvageable materials. The containers may then be repacked and topped off prior to travel to on authorized land fill.

### **Alternate Disposal Sites**

Should the transfer site become inoperable, the City of Crockett has as its primary alternate to haul the waste directly ~~to the Angelina County Landfill~~ any authorized landfill. ~~where the transfer trucks currently haul now.~~ The ~~Polk County Landfill is another alternate disposal site within reasonable distance.~~

## **SAFETY**

### **A. GENERAL RULES AND REGULATIONS FOR THE PREVENTION OF ACCIDENTS**

1. Protect your head! Wear a hard hat at all times, except in the office, lab or break areas.
2. Prevent falling! Keep all areas clear and clean.
  - a. Pickup all loose objects, tools, trash, ladders, hose, etc.
  - b. Clean up al oil or grease spills immediately.
3. Prevent body infections and disease!
  - a. Do wash hands.
  - b. Do wear gloves when working with waste.
  - c. Do shower and change clothing before going home.
4. Do use common sense when moving or lifting heavy objects.
  - a. Use proper equipment.
    1. Hoists, both stationary and mobile
    2. Fork lift
    3. Dollies
  - b. Lift with your legs-not your back.
5. Do not run to answer the telephone!
6. Use handrails on stairways.

7. Never work on electrical equipment without:
  - a. ~~Looking~~ Locking it out at push button or circuit breaker.
  - b. Tagging main circuit breaker.
8. Know where safety equipment is and how to use it!
  - a. Lock out tags.
  - b. First Aid Kit.
  - c. Hose Bib
9. Protect yourself with preventative annual inoculations for infectious diseases.
10. Know locations of all fire extinguishers and how to use them!
11. All injuries, even scratches or skin abrasions, MUST be reported and first aid given!
12. Be alert to safety conditions around the ~~plant~~ facility. If something is out of place or not working, fix it! Example: light bulbs burned out, safety chains not in place, padlocked equipment not locked.

**B. BASIC CAUTIONS:**

Operators should be thoroughly familiar with the problem areas, the safety devices that should be used, the precautions to take and some general rules for working safely.

Mechanical equipment should always be operated safely. Operators must be trained in their proper use and follow all applicable safety rules.

Operators should insure that all people and objects are clear ~~from the equipment of moving parts~~ prior to starting the equipment.

**C. GENERAL ~~PLANT~~ SAFETY:**

All personnel are to assume the responsibility of keeping walking areas safe and free of tools, debris, spills, grease, etc., checking to see that guards are in place on operating equipment, chain rails are in place, and all areas properly lighted.

**D. ELECTRICAL SAFETY:**

1. Lock out and tag main switch of electrical equipment before working on it.
2. Do not remove tag without first checking with person who initiated the tag.
3. Notify ~~plant superintendent~~ your supervisor in the event a motor circuit breaker trips out.
4. Only trained ~~plant~~ personnel are to open motor control center panels to perform authorized work.
5. Report and log any unusual motor temperature, noise, vibration, etc.

The safely material presented in this manual is an incomplete summary general safety procedures. All ~~plant~~ operators should review their practices from time to time. ~~One of the best manuals on plant safety for operators is Safety in Wastewater Works MOP No. 1. 197 Edition, published by the Water Pollution Control Federation.~~

**E. FIRE PROTECTION:**

Fires are a serious threat to the health and safety of the operator and to the buildings and equipment. Fires may injure or even causes the death of an operator. ~~Equipment damaged by fire may no longer function properly, and your treatment plant have difficulty adequately treating he influent wastewater.~~

Good safety practices with respect to fire prevention require knowledge of:

1. Ingredients necessary for a fire
2. Fire control methods
3. Fire prevention practices

The three essential ingredients of all ordinary fires are:

1. FUEL—paper, wood, oil, solvents, and gas
2. HEAT – the degree necessary to vaporize fuel according to its nature
3. OXYGEN – normally at least 15% of oxygen in the air is necessary to sustain a fire. The greater the concentration, the brighter the blaze and more rapid the combustion.

To extinguish a fire, it is necessary to remove only one of the essentials by:

1. Cooling (temperature and heat control)
2. Smothering (oxygen control)
3. Isolation (fuel control)
4. Interrupting the chemical chain reaction in certain types of fires.

Fires are classed as A, B, C, or D type fires, according to what is burning.

Class A fires (general combustibles such as wood, cloth, paper, or rubbish). are usually controlled by cooling – as by use of water to cool the material.

Class B fires (flammable liquids such as gasoline, oil, grease, or paint) are usually smothered by oxygen control – as by use of foam, carbon dioxide, or a dry chemical.

Class C fires (electrical equipment) are usually smothered by oxygen control – use of carbon dioxide or dry –chemical extinguishers – nonconductors of electricity.

Class D fires occur in combustible metals, such as magnesium, lithium, or sodium, and require special extinguishers and techniques.

You can control and extinguish fires when they occur by knowing where fire extinguishers and hoses are kept and knowing where yard hydrants are located, what each is for, and how to use them.

You can prevent fires by:

1. Maintaining a neat and clean work area, preventing accumulation of rubbish.
2. Putting oil and paint soaked rags in covered metal container.
3. Observing all “no smoking” signs.
4. Keeping fire doors, exits, stairs, fire lanes, and fire-fighting equipment clear of obstruction.
5. Keeping all burnable materials away from furnaces or other sources of ignition.
6. Reporting any fire hazards you see that are beyond your control, especially electrical hazards which are the source of many fires.

Finally, here ~~are~~ again are things to remember:

1. Prevent fire by good housekeeping and proper handling of flammables.
2. Make sure that everyone obeys “no smoking” signs in all areas near explosive or flammable gases.
3. In case of fire, turn in the alarm immediately and make sure that the fire department is properly directed to the place of the fire.
4. Use the available portable fire-fighting equipment to control the fire until help arrives.
5. Use the proper extinguisher for ~~that~~ the type of fire.
6. Learn how to operate the extinguishers.

If it is necessary to get out of the building, do not stop to get anything – just get out!

Can you prevent fires? You can if you try, so let's see what we can do to preserve our well-being and the water pollution control system. If you guard against fires, you will be protecting your lives and your community.

**F. EMERGENCY NUMBERS:**

General – 911

Fire Department – (409 936) 544-2227 or 911

Ambulance – (409 936)544-2862 or 911

Police Department – (409 936)544-2021 or 911

Sheriff Department – (409 936)544-2862 or 911

Poison Control Center – (800)764-7661

Houston County Electric Coop – (409 936)544-5461

**G. TRAINING:**

It is important that all personnel be well informed in the fundamentals of safety, both to protect themselves from injury and to prevent injury to others. Some additional areas in which hazardous conditions are created are listed below:

1. Using makeshift scaffolds.
2. Using unsafe ladders or ladders without safety shoes.

3. Not using personal protective equipment, such as goggles or hard hats.
4. Inadequate planning of job.
5. Using the wrong tool or using tools incorrectly.
6. Failure to lockout electrical circuits when working on the electrical equipment.
7. Starting machines without checking to see that others are in the clear.
8. Failure to ground electrical tools.
9. Not replacing guards on machines.
10. Not cleaning up spills.
11. Failure to post notice when work is being done on machines.

The training program consist of a one hour period each month. The period consists of a thirty minute lecture and a thirty minute question and answer period. The session will be conducted by the solid waste superintendent. Special emphasis shall be placed on deficiencies noted during the preceding months.

#### **H. HAZARDOUS GASES:**

Carbon monoxide is a colorless, odorless gas which is found in gasoline or diesel engine exhausts. It may cause asphyxiation due to oxygen deficiency. For this reason, engine exhaust areas should be well ventilated. Hydrogen sulfide, commonly called sewer gas, has a characteristic rotten egg odor. The principal hazard is the accumulation of sewer gas with other gases or air which may injure operating personnel through explosion or the

toxicity of the gas itself. ~~Methane may be found in sewers or enclosed areas of treatment plants containing leak lines. It is explosive and may cause suffocation due to oxygen deficiency.~~

**I. HAZARDOUS CHEMICALS:**

Solid waste can contain hazardous chemicals. All personnel should wear gloves when handling solid waste. Should any liquid or irritant get on skin, eyes, or any body parts, it should be washed off immediately. If any bad effects persist after washing, or, if there is any reason to suspect a possible health or safety problem, then the solid waste supervisor or appropriate medical personnel should be notified.

**J. SITE DRAINAGE:**

Curbing to be provided for spill containment will also serve as runoff control in the immediate transfer area. Rainfall within the curbed transfer facility will drain to the sump and to the City's sanitary sewer system. Runoff around the transfer facility will be minimized by a ditch to be provided to divert drainage around the facility. Drainage calculations are included in the Site Drainage Plan at the end of the application.