

PART IV  
SITE OPERATING PLAN

# City of Haskell, Texas

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## Municipal Transfer Station Haskell County, Texas

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CITY OF HASKELL TRANSFER STATION  
PART IV



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## PART IV - SITE OPERATING PLAN

The information contained in this section is the Site Operating Plan as required by 30 TAC §330 Subchapter E.

### SITE OPERATING PLAN

The Site Operating Plan (SOP) will guide the operator in maintaining the necessary personnel and equipment for proper operation of the site and in following and documenting the proper procedures in the day-to-day operations.

A copy of the permit, the approved permit application and all other related or required plans or documents will be maintained at the facility during the active life of the site and will be considered part of the operating record for the facility. The owner or operator will provide written notification to the executive director for each occurrence that the above referenced documents are placed into or added to the site operating record.

The major classifications of solid waste accepted at the City of Haskell Transfer Station for transfer to the nearest landfill include household waste; yard waste; commercial waste, Class II and Class III non-hazardous industrial waste; construction - demolition waste; and special wastes (i.e., empty containers). The waste classifications are defined in §330.3.

The City of Haskell Transfer Station accepts waste generated from residential, commercial, institutional, municipal, manufacturing, industrial, recreational, and construction sources within the City of Haskell service area. It is anticipated wastes accepted will include paper, food wastes, glass, aluminum, metals, plastics, grass clippings, other organic wastes, wood waste, textiles, bricks, and other inert materials. The only special wastes to be accepted at the Facility are detailed in the waste acceptance plan. Empty containers, which have been used for pesticides, herbicides, fungicides, or rodenticides will be accepted and processed in accordance with §330.171(c)(5).

Currently, the City of Haskell Transfer Station proposes to receive approximately 32,500 tons of waste per year for transfer or approximately 125 tons per day maximum. The typical composition of the waste stream to be accepted at the Facility is listed in the table below:

Materials	Percentage
Solid Waste Transfer	90 – 97 percent
Diverted Materials	3 – 10 percent
Yard Waste or Brush	3 – 8 percent
Metals	0 – 1 percent
Other Materials <sup>1</sup>	0 – 1 percent
Total	100 percent

Source: EarthCon, 2020; MSW Annual Report, 2018

<sup>1</sup>Other materials include comingled plastics (#1-7), glass, aluminum, steel, tin, cardboard, newspaper, office

All wastes received by the City of Haskell will be disposed of at an approved TCEQ solid waste management facility.

Waste waters shall be managed in accordance with 330.207 relating to contaminated water

management.

The facility shall be designed and operated in a manner that sludges pass the Paint Filter Liquids Test and the sludge that be acceptable at a municipal solid waste landfill with a dedicated Class 1 cell.

## Personnel

The facility will be under the overall direction of the owner and/or its operator or other such person as may be appointed. On-site daily operations will be under the supervision of a site manager. Initially the facility will employ adequate personnel to conduct facility operations. The site anticipates an initial volume of 125 tons per day. The maximum volume of waste received will be 125 tons per day. As facility records indicate a consistent volume increase, additional employees will be hired as needed.

**Area Supervisor** - The area supervisor will oversee facility operations, but will not be stationed at the facility full-time. The area supervisor will be the acting site manager when on-site and will designate a site manager when not on-site.

**Site Manager** - The site manager will oversee daily activities and will report to the area supervisor. Initially, the site manager may be the equipment operator and/or scale clerk, as designated by the area supervisor, when the area supervisor is not on-site. However, as the volume increases and more employees are hired, these duties may be individually delegated. The site manager or designee will be responsible for maintaining the operating record in accordance with the permit.

**Equipment Operator/Sorters** - The equipment operator will receive the loads, manage the tipping floor, sort the recyclables, load the transfer trailers, conduct site and access roadway inspections, and assist the scale clerk as needed.

**Scale Operator** - The scale operator will oversee incoming loads and will report to the site manager. The scale clerk's responsibilities will include, but are not limited to, incoming load inspection and documentation and assisting the equipment operator, as needed.

**Driver** - The driver may not be stationed at the facility, but will report to the site manager when on-site. The driver's responsibilities include, but are not limited to, transporting the transfer trailers to the designated off-site facilities and assisting the equipment operator or scale clerk as needed.

The transfer trailers will be transported off-site by the City of Haskell or a contract hauler.

## Equipment

Initial on-site equipment will consist of the equipment presented in the following table.

Description	Quantity	Size	Type	Function
Rubber-tired, bucket front end loader or skid steer	1	1/2 yd' or greater	Typical bucket front end loader	The front end loader will be used to load waste from the tipping floor to transfer trailer, as well as other tasks deemed necessary.
Open-top, tarpable, transfer trailers	Varies	Estimated 100 yd'	Typical Transfer Trailer	Waste will be transferred from the tipping floor to the transfer trailer and hauled off-site.

Metal containers	1 or more	Approximately 1 yd' to 40 yd'	Typical Recyclable Container	When accepted, recyclable goods will be stored in containers located on the permit boundary.
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Additional city owned equipment, such as, road tractors and backhoes will be utilized as needed. The additional equipment may be stationed at other city facilities and transported to the transfer station as needed. Equipment may change as necessary to adequately maintain the transfer station and meet the operational standards required by the commission's regulations in accordance with all applicable Local, State, and Federal regulations.

### **Facility Operation**

The transfer station will receive a maximum of 125 tons per day (tpd) of solid waste. The maximum amount of waste to be stored at one time inside the processing building will not exceed 125 tons. The maximum amount of waste to be stored at one time outside the building in tarped transfer trailers and/or roll-off containers will not exceed 125 tons. The combined total waste inside the processing building and tarped in transfer trailers in the parking area will not exceed 125 tons of waste.

The refuse may be temporarily stored at the site for a time period not to exceed 48 hours, except holidays and weekends. During holidays and/or weekends, the refuse may be temporarily stored at the site not to exceed a time period of 72 hours. The average length of time that solid waste will remain on-site will be approximately 12 hours. If stored, the municipal solid waste will be in the processing building or in a securely covered transfer trailer located within the building or parked in the designated parking area outside the building, so as not to attract vectors, cause odors around the storage area, or be susceptible to wet weather.

All waste will be transported to an authorized landfill facility. Sorted non-putrescible recyclable materials will be stored in containers on-site until recycled.

The transfer station will accept Class 2 and Class 3 industrial solid waste that can be routinely disposed of without special handling or processing. These waste streams must exhibit the same disposal characteristics as routine municipal solid waste. The management of these waste streams will in no way cause the operation of the facility to deviate from these Operational Standards or other applicable Federal, State or Local regulations.

Solid waste will be transported into the facility in private and commercial collection vehicles. The refuse will be discharged from the collection vehicles onto the facility tipping floor. Waste bound for the landfill will typically be loaded into an open top transfer trailer, while recyclable waste may be separated by hand or by front-end loader, and either bailed, compacted, or loaded into a designated open top container(s) before removal from the facility.

The weight of the solid waste material received at the facility will be determined upon arrival. Vehicles will be weighed prior to dumping the solid waste material on the tipping floor. The weight

of waste received will be documented for each load and maintained in the site operating record. In the event the facility scale becomes inoperable, facility personnel will measure the length, width, and depth of the solid waste in feet. This volume will be converted to cubic yards by dividing the calculated volume by 27 ft<sup>3</sup> for every cubic yard. The weight equivalent of waste received will be determined using the standard conversion factors table presenter below. The volume and weight equivalent of waste received will be documented for these loads and maintained in the site operating record. The conversion factors to be used, in the event of inoperable scales, are presented in the following table.

### Standard Conversion Factors

Material	lbs./yd'
Solid waste brought in by compactor collection vehicles	666
Solid waste brought in by open collection vehicles	400
Newspaper (loose)	430
Corrugated cardboard (loose)	100
Office/computer paper (loose)	350
Mixed paper (loose)	150
Glass (whole)	500
Glass (broken)	1,000
Glass (crushed)	1,800
Aluminum cans (whole)	60
Aluminum cans (flattened)	200
Steel cans (whole)	150
Steel cans (flattened)	400
White goods (large appliances)	200
Plastic bottles (whole)	30
Plastic bottles (flattened)	75
Textiles (loose)	240
Brush (loose)	250
Brush (chipped)	600

The unloading of municipal solid waste will be confined to the tipping floor of the processing building. The equipment operator will monitor all incoming loads of waste. The equipment operator and/or site supervisor will be on duty during regular operating hours at the transfer station to direct unloading of waste. Appropriate signs will be used to indicate where vehicles are to unload. The equipment operator and/or site supervisor are not required to accept any solid waste that they determine will cause or may cause problems in maintaining full and continuous compliance with all regulations.

All solid waste shall be stored in such a manner that it does not constitute a fire, safety, or health hazard or provide food or harborage for animals and vectors, and shall be contained or bundled so as not to result in litter. It shall be the responsibility of the City of Haskell to utilize storage containers of an adequate size and strength, and in sufficient numbers, to contain all solid waste that the residence or establishment generates in the period of time between collections.

An on-site storage area for source-separated or recyclable materials should be provided that is separate from a transfer station or process area. Control of odors, vectors, and windblown waste from the storage area shall be maintained.

For the process area of transfer stations that recover material from solid waste that contains putrescibles and for liquid waste processing units, processed and unprocessed waste and recycled materials shall be stored in an enclosed building, vessel, or container.

All solid waste containing food wastes shall be stored in covered or closed containers that are leakproof, durable, and designed for safe handling and easy cleaning.

(1) Nonreusable containers. Nonreusable containers shall be of suitable strength to minimize animal scavenging or rupturing during collection operations.

(2) Reusable containers. Reusable containers must be maintained in a clean condition so that they do not constitute a nuisance and to retard the harborage, feeding, and propagation of vectors.

(A) All containers to be emptied manually must be capable of being serviced without the collector coming into physical contact with the solid waste.

(B) Containers to be mechanically handled must be designed to prevent spillage or leakage during storage, handling, or transport.

### **Compliance with Local, State, and Federal Regulations**

All operations will be conducted in compliance with Local, State, and/or Federal regulations. This application provides other instructions, as necessary, to ensure that operating personnel comply with any other Local, State, and/or Federal regulation for the operational standards of the type of work involved at the facility and will be updated accordingly to meet any revisions to the regulations.

### **Hazardous and PCB Waste Detection & Prevention Program**

Procedures for the detection and prevention of the disposal of regulated hazardous waste



as defined in 40 Code of Federal Regulations Part 261 and of Polychlorinated Biphenyls (PCB) waste as defined in 40 Code of Federal Regulations Part 761 are listed below.

Random visual inspections will be conducted on municipal solid waste streams entering the transfer station. The following summarizes the inspection procedures:

### Inspection Procedures

Since the facility will operate with a minimum number of personnel, all site staff will be trained in the screening process and will receive training on random inspection guidelines. Training for random inspections will be incorporated into other training programs (e.g., safety meetings). All training is documented and becomes part of the operating record of the site. Certification of training is not required.

Although the inspection location may vary, all inspections will be in areas where containment is provided and/or migration of potential spills of unauthorized waste would be minimized.

One inspection will be conducted a minimum of once per week. The inspector will take care to make sure the same driver/vehicle is not inspected on a regular basis.

Vehicles that transport commercial loads will be inspected. These vehicles will include compactor vehicles (front-end loaders, side-loaders, and rear-end loaders).

Vehicles containing suspicious loads will be inspected in addition to these procedures. Suspicious loads may include:

- vehicles that contain drums or containers with warning labels;
- vehicles that contain loads which have a visible emission, smoke, strong chemical odor, or cause physical symptoms (irritation of the eyes, nose, throat, skin, nausea, dizziness, or headache); and
- Appliances containing CFC refrigerants will not be disposed of unless the refrigerants have been removed.

The inspector will not inspect any vehicle that is obviously going to cause physical harm. The site manager, or his designee, will be contacted immediately if such a load enters the facility.

The site manager/designee will determine when to conduct the inspections. The inspections will be conducted in a manner that allows the inspector to view all contents of the waste load. However, there may be some situations where it is not feasible to view the entire contents of the waste load (e.g., baled waste). In these situations, the inspector will make an effort to view as much as possible and note on the inspection form that the entire contents were not viewed and state the reason why.

The length of time for the inspection will vary with the load contents and volume. However, the inspections will be conducted in an expeditious manner to minimize disruption to

normal operations.

Safety precautions and personal protective equipment will be part of the random inspection process to allow for safe inspections. The facility equipment operator or site manager will provide recommendations in the written protocol for site specific safety precautions to be taken during the inspection. Inspector(s) will wear personal protective equipment that is appropriate for the waste being inspected.

Additional personal protective equipment may be required if hazardous waste streams are identified. These may include goggles, respirators with appropriate cartridge filters (i.e., organic vapor or particulate), tyvek suits or coveralls, hard hats, and/or safety glasses.

All inspection records, training procedures, and notification records and procedures relating to hazardous and PCB waste detection and prevention will be maintained in the site operating record.

## **MANAGEMENT OF REGULATED WASTE, NOTIFICATION, PROVISIONS FOR REMEDIATION**

If the waste is not readily identifiable or it cannot immediately be determined if the waste is hazardous, unacceptable or contains regulated levels of PCBs, the load will be rejected. The inspector will contact the site manager/designee who will make an effort to determine if the waste is acceptable for disposal by: 1) questioning the transporter about the origin of the waste, 2) contacting the generator, 3) reviewing paperwork (e.g., manifests, trip tickets, MSDS sheets), or 4) using knowledge based on container packaging labels. If the facility equipment operator/designee determines the waste is acceptable, the inspector will complete an Inspection Report, the driver will be allowed to leave, and the waste moved to the immediate process area.

Should an incident occur where regulated hazardous waste, PCBs, radioactive, or other prohibited waste are suspected or discovered, the waste will not be authorized for receipt but, instead, be isolated until the material can be adequately identified to determine the proper disposition or remediation of the material and the appropriate handling procedures. During this identification process, the generator/generator representative will be contacted to determine the identity of the material. If the material is determined to be a regulated hazardous waste, contain regulated levels of PCB, radioactive or other prohibited material, the executive director will be notified of the incident and the planned disposition or remediation of the material. The proper disposition or remediation of the prohibited waste will be specific to the waste and will be implemented upon TCEQ concurrence and approval.

If the waste is regulated hazardous, contains PCBs above regulated levels, or is unacceptable for disposal as determined by facility personnel, procedures for rejection, will follow. The facility equipment operator/designee will determine how to manage the unacceptable materials based on regulations, permit restrictions, and the facility's Written Inspection Program. Regulated hazardous waste and regulated PCB waste discovered during the inspection must be disposed of off-site at a permitted Treatment, Storage and Disposal (TSD) Facility.

In rare cases where the transporter/generator cannot be identified and the facility has accepted a 1) regulated hazardous, 2) regulated PCB, or 3) unauthorized waste, City of Haskell, or its

operator, will be responsible for notifying the executive director and meeting all applicable Federal, State, and Local regulations in the removal and proper disposal of the waste.

### **FIRE PROTECTION PLAN**

A fire extinguisher will be kept on all equipment and one near the processing area in the building that will be fully charged and ready for use at all times. Each extinguisher will be inspected on a monthly basis and recharged as necessary. A stockpile of clean dirt will be maintained inside the transfer station for fire suppression. The City of Haskell Fire Department will be a source of fire protection. An adequate supply of water under pressure will be primarily supplied by the City of Haskell Fire Department via water truck(s) for firefighting purposes.

The Fire Protection Plan in Part IV, Appendix 1 will be followed as necessary. All personnel will be properly trained in the contents and use of this Fire Protection Plan. If local fire codes are changed, the Fire Protection Plan will be revised as needed. All employees will be trained in the contents and use of the Fire Protection Plan.

### **RECORD-KEEPING REQUIREMENTS**

A copy of the permit, the approved the Site Development Plan, the Site Operating Plan, the Final Closure Plan, and other applicable, required, or related document will be maintained on-site at the facility. Approval for an alternate location to maintain the above-mentioned records may be sought from the executive director. These documents will be considered as part of the site operating record for the facility.

The City of Haskell shall maintain records to document the annual waste acceptance rate for the facility. Documentation must include maintaining the quarterly solid waste summary reports and the annual solid waste summary reports required by §330.675 in the operating record.

The City of Haskell Transfer Station will maintain the Operating Record for the Facility on site. Copies of all correspondence and responses relating to the operation of the facility, modifications to the permit, approvals, and other matters pertaining to technical assistance and any and all documents, manifests, shipping documents, trip tickets, etc., involving special waste shall be kept at the facility. The equipment operator or site manager will promptly record and retain the following information in the operating record:

Any and all applicable location-restriction demonstrations;

Inspection records, training procedures, and notification procedures relating to excluding the receipt of regulated hazardous waste and PCB waste;

The closure plan will be retained in Part III and Closure Cost Estimate in Part III Appendix 2. No post-closure care plan will be necessary at this Type V Transfer Station;

Any and all cost estimates and financial assurance documentation relating to financial assurance for closure;

Copies of all correspondence and responses relating to the operation of the facility, modifications to the permit, approvals, and other matters pertaining to technical assistance;

All documents, manifests, triptickets, etc. involving special waste and/or Class 2 or Class 3 nonhazardous industrial solid waste; and

Any other documents as specified by the approved permit or the executive director of the TCEQ.

All information contained in the Operating Record will be made available during normal working hours for inspection by the ED of the TCEQ or his/her representatives. The Operating Record will be maintained at the Facility during Facility operations and will be made available for inspection by any officer, employee, or a representative of the TCEQ. Similar access to these records, plans, and data will be granted to duly authorized representatives of local governmental agencies acting under specific statutory authority with respect to this Facility.

## **ACCESS CONTROL**

Access to the site will be controlled by the landfill perimeter fencing with lockable gates as shown in Part I, Attachment 1. An attendant will be on-site during operating hours. Any gate that is not in use during operating hours will be locked in order to prevent entry of livestock, to protect the public from exposure to potential health and safety hazards, and to discourage unauthorized entry or uncontrolled dumping. Any waste material illegally dumped at the gate will be promptly removed. The owner or operator may pursue legal action against anyone found to engage in illegal dumping activity. Any breach will be reported within 24 hours of detection.

## **UNLOADING OF WASTE**

The process area will be confined to as small an area as practical. An equipment operator will be provided to monitor all incoming loads of waste to help prevent the receipt of prohibited waste. Site personnel will give haulers directions to the process areas. Appropriate signs will be used to indicate where vehicles are to unload. The use of fences or barricades with access lanes will be used in conjunction with signs for the prevention of indiscriminate dumping. The owner or operator is not required to accept any solid waste which they determine will cause or may cause problems in maintaining full and continuous compliance with all regulations.

Waste will be inspected for such unauthorized materials after unloading by the equipment operator.

If unauthorized materials are unloaded at the site, the transporter will be required by the equipment operator and/or site manager to immediately remove the waste by reloading it onto the unloading vehicle along with any contaminated materials. The equipment operator and/or site manager will notify the appropriate local, state and federal agencies as necessary. All equipment operators, scale clerks, and the site manager have the authority and responsibility to reject loads and require the transporter to immediately remove rejected waste streams and contaminated materials from the site.

The unloading of waste in unauthorized areas will not be allowed. No vehicles will be allowed to unload material at any location other than the process area. Any waste deposited in an unauthorized area will be removed promptly and disposed of properly.

Citizens disposing of sorted recyclable materials will unload the waste materials into the containers provided.

Only those waste streams specified in this permit application by type and volume will be unloaded. The unloading of prohibited wastes will not be allowed. Any prohibited waste will be returned promptly to the transporter or generator of the waste.

Construction/demolition debris, brush, rubbish, and other similar "Type IV" materials, which are free of putrescible household waste may be segregated to a separate container.

### **HOURS OF OPERATION**

The City of Haskell and other commercial waste transportation companies may utilize this facility for the receipt of waste from 6:00 a.m. to 7:00 p.m., seven days per week. Normal operating hours for public use will initially be from 8:00 a.m. to 6:00 p.m., Monday - Friday, 8:00 a.m. to 2:00 p.m. Saturday, closed on Sunday, or as otherwise posted on the site sign.

The City of Haskell will conduct operations to clean waste off of the tipping floor, complete loading trucks, maintenance, and housekeeping as needed 24 hours per day, seven days per week. All refuse will be transported off-site within 48 hours of receipt, except holidays and weekends. During holidays and/or weekends, the refuse may be temporarily stored at the site not to exceed a time period of 72 hours.

### **SITE SIGN**

A sign will be conspicuously displayed at the entrance through which waste is received. The sign will measure a minimum of four (4) feet by four (4) feet with letters at least three (3) inches in height stating the type of site, the hours and days of operation, and the permit number.

The transfer station's entrance sign will indicate the type of site, the hours and days of operation, and the permit number will be located at the entrance through which waste is received. Additional information may be added to the sign per the discretion of site management.

Additional signs, regarding such site rules as speed limits and exclusion of regulated hazardous and unacceptable waste streams, will also be posted.

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

The generation of windblown materials will be minimal. The facility will utilize employees on a weekly basis to pick up any windblown waste and will operate to minimize windblown waste and/or litter. A permanent fence of the Haskell landfill will fully enclose the site and will aid in minimizing windblown materials.

A portable fence, perimeter fencing, or other suitable practice, may be employed to confine windblown material resulting from operations, as needed.

Litter scattered throughout the site, along fences and access roads, and at the gate due to wind or a result of waste falling from vehicles will be picked up at least twice per week and returned to the processing area as per §330.155(b).

Designated personnel will patrol the area at least twice per week to visually inspect and determine the need for collection of windblown material.

Should windblown debris become a problem, the doors of the building will be closed.

## **EASEMENTS AND BUFFER ZONES**

### **Easement Protection**

No solid waste unloading, storage, disposal, or processing operations will occur within any easement, buffer zone, or right-of-way that crosses the site.

### **Buffer Zones**

A minimum separating distance of 50 feet will be maintained between all solid waste processing areas and the boundary of the site as the site will be within the 160 acre property. The buffer zone *will* not be narrower than that necessary to provide for safe passage for all vehicular traffic, including emergency vehicles.

## **LANDFILL MARKERS AND BENCHMARK**

Landfill marker placement is not applicable for this Type V Permit Application. A permanent brass surveying benchmark has been set at the site. The location and elevation of the benchmark can be found in Part III, Attachment 1, Figure 1.

## **MATERIALS ALONG THE ROUTE TO THE SITE**

On-site personnel will require that vehicles hauling waste to the site are enclosed or covered with a tarpaulin, net, or other means to properly secure the load in order to prevent the escape of any part of the load by blowing or spilling. A sign stating that all uncovered vehicles/loads will be required to pay a surcharge over the normal disposal fee will be posted at the scale house. An existing landfill perimeter fence will fully enclose the site and prevent unauthorized access to the site. The fences at the site will be periodically inspected and repaired as necessary.

The owner or operator will be responsible for the cleanup of waste materials spilled along and within the right-of-way of public access roads serving the site for a distance of two (2) miles in either direction from any entrance used for the delivery of waste to the site.

The site equipment operator or site manager will consult with officials of the Texas Department of Transportation concerning cleanup of State Highways and right-of-ways.

### **DISPOSAL OF LARGE ITEMS**

Large, heavy, or bulky items, which cannot be incorporated in the regular transfer trailers or are not specifically destined for recycling, will not be accepted. White goods and other used appliances will be accepted and consolidated in an area on-site adjacent to the processing building. Appliances which once contained CFCs will either be certified that the CFCs have been recovered or will be segregated so that transfer station management can arrange for their CFC recovery prior to being processed for recycling. A container located outside the processing building may be established to collect these large items that may be recycled, as applicable. The equipment operator will remove the items from the site often enough to prevent these items from becoming a nuisance and to preclude the discharge of any pollutants from the area.

Items that can be classified as large, heavy, or bulky can include, but are not limited to, white goods (household appliances), air conditioner units, and large metal pieces.

### **ODOR MANAGEMENT PLAN, VENTILATION AND AIR POLLUTION CONTROL**

The owner or operator will ensure that the facility does not violate any applicable requirement of the approved State Implementation Plan developed under the Clean Air Act, §110. No waste will be burned at this facility.

Any ponded water at the site will be controlled to avoid it becoming a nuisance. In the event objectionable odors do occur, appropriate measures will be taken to alleviate the condition.

The East side of the building is available to open and prevailing winds will provide adequate ventilation. Portable fans may also be utilized.

The facility is designed to prevent nuisance odors from leaving the property boundary of the facility by being located in a remote area in the center of a 160 acre site. Portable spray type air neutralizers will be used to control odors at the facility. If that does not resolve the problem, the following

additional measures to eliminate nuisance odors will be evaluated:

- Air neutralizer misters;
- Additional on-site buffer zones for odor control; or
- Additional waste handling procedures, storage procedures, and clean up procedures for odor control when accepting putrescible waste for material recovery.

Odor control equipment will be maintained and operated during the process operation according to the manufacturer's instructions.

Ventilation of the building will be in accordance with the appropriate TCEQ rules and regulations and all other applicable codes. This facility is subject to TCEQ jurisdiction concerning air pollution control and Chapter 330 Subchapter U. Reporting of emissions events shall be made in accordance with §101.201 of this title (relating to Emissions Event Reporting and Recordkeeping Requirements) and reporting of scheduled maintenance shall be made in accordance with §101.211 of this title (relating to Scheduled Maintenance, Startup, and Shutdown Reporting and Recordkeeping Requirements).

## **DISEASE VECTOR CONTROL**

Vector control should not be necessary due to the nature of the waste and the relatively short storage time of the solid waste within the processing building on the tipping floor, within tarped transfer trailers staged within the processing building and/or outside the building in designated parking areas. However, the site equipment operator will take the appropriate steps to prevent and control on-site populations of disease vectors using such methods as retaining professional exterminators, should the control of pests become necessary.

## **SITE ACCESS ROADS**

All weather roads including the site public entrance road, main access road, and all roads within the site to the unloading area(s) will be designated for wet-weather operation. The tracking of mud and trash onto public roadways from the transfer station will be minimized. Both paved and gravel surfaces around the processing building and on the access road will be maintained to prevent the tracking of mud onto public access roads.

Dust from on-site and other access roadways will not become a nuisance to surrounding areas. Water will be used to control windblown dust, if necessary.

All on-site and other access roadways will be inspected regularly and any mud tracked onto the road from the transfer station will be removed by site equipment. Litter and other debris will be picked up at least weekly and placed in the transfer trailer or with waste being managed on the tipping floor. Access roadways will be degraded as necessary to minimize depressions, ruts, and potholes.

## **SALVAGING AND SCAVENGING**

Salvaging will be allowed by City of Haskell employees or contractors as long as it does not create



public health nuisances at the site. Salvaged materials may be considered as potential recycled materials. All salvaged items shall be removed often enough 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 the material at the site. Special waste received at the site will not be salvaged. Triple rinsed pesticide, fungicide, rodenticide, and/or herbicide containers will not be salvaged unless being salvaged through a State supported recycling program. Scavenging will not be allowed.

### **ENDANGERED SPECIES PROTECTION**

An assessment of the potential effects of the transfer station on threatened and/or endangered species was conducted (Part I, ). No endangered species or threatened species or their habitats have been identified on the site. The facility and the operation of the facility will not result in the destruction or adverse modification of the critical habitat of endangered or threatened species, or cause or contribute to the taking of any endangered or threatened species. The site will minimize the disturbances of native trees, flora, and fauna.

### **LANDFILL GAS CONTROL**

The activities occurring at the processing facility take place in an enclosed building on a concrete tipping floor that is not on any former landfill cell.

### **ABANDONED OIL AND WATER WELLS**

There are no known abandoned oil or water wells on the transfer station property. The site equipment operator or site manager will immediately provide written notification to the executive director of the TCEQ of the location of any and all existing or abandoned water wells situated within the site upon such discovery during the course of site development and facility operation. The site manager or designee will, within 30 days of such a discovery, provide the executive director with written certification that all such wells have been capped, plugged, and closed in accordance with all applicable rules and regulations of the commission or other state agency.

The site manager or designee will immediately provide written notification to the executive director of the location of any and all existing or abandoned on-site crude oil or natural gas wells, or other wells associated with mineral recovery. The site owner, site manager, or designee, will provide the executive director with written certification that all such wells have been properly capped, plugged, and closed in accordance with all applicable rules and regulations of the Railroad Commission of Texas.

Any water or other type of wells under the jurisdiction of the commission will be plugged in accordance with all applicable commission requirements and additional requirements imposed by the executive director. A copy of the well plugging report required to be submitted to the

appropriate state agency will also be submitted to the executive director within 30 days after the well has been plugged.

## **PONDED WATER**

Ponded water that occurs at the transfer station will be eliminated as quickly as possible, regardless of origin. The area in which the ponding occurred will be regraded to drain as soon as possible, weather permitting, following the occurrence.

## **DISPOSAL OF INDUSTRIAL WASTE**

The facility will not accept Class 1 industrial solid waste or regulated hazardous waste.

The facility will accept municipal solid waste and Class 2 and 3 industrial solid waste that can be routinely disposed of without special handling. Class 2 and Class 3 industrial solid waste will only be accepted provided the acceptance of such waste does not interfere with site operation.

## **SCREENING OF DEPOSITED WASTE**

Waste processing activities will occur within an enclosed building which will provide for screening.

## **CONTAMINATED WATER DISCHARGE**

All liquids resulting from the operation of the transfer station will be disposed of in order to not cause surface water or groundwater pollution. The City of Haskell will comply with the discharge limits listed in 330.207(f) and (g).

All contaminated wash down water will be kept within the building and discharged to grated floor drains (sump drains) with a transport to the City of Haskell sanitary sewer with approval from the Public Works Director. The grated floor drains are located inside the tipping floor doorways and also inside the transfer trailer-loading bay at the front of the ingress and egress doorways. These floor drains will be designed to drain to a container before transport to the municipal sanitary server. Management of this discharge will be in accordance with Local requirements and all necessary authorizations and approvals will be obtained and retained in the operating record at the site. The floor of the operating area will be concrete, and the walls of the operating area will be masonry, metal, or concrete.

The use of leachate and gas condensate in any mining process is prohibited and the transfer station will not discharge to a septic system,

No contaminated water will be discharged off-site without specific written authorization.

## **SAFETY**

The Site Safety Plan is included in Part IV, Appendix 2.

An educational program in safety procedures for all employees will be conducted in the form of safety meetings on a monthly basis. Supervision of all activities will be maintained by the site manager to ensure the safety of all persons on the premises.

## **EMPLOYEE SANITATION FACILITIES**

Potable water and sanitary facilities are provided for all employees and visitors in an area by the scale house at the entrance gate. The potable water and sanitary sewer service are provided by the City of Haskell Utility Department.

## **OVERLOADING and BREAKDOWN**

The design capacity of the transfer station shall not be exceeded during operation. The facility shall not accumulate solid waste in quantities that cannot be processed within such time as will preclude the creation of odors, insect breeding, or harborage of other vectors. If such accumulations occur, additional solid waste shall not be received until the adverse conditions are abated.

(1) For facilities that process grease trap waste, grit trap waste, or septage, and demonstration projects for liquid waste processing facilities, the maximum time allowed for storage of unprocessed waste is 72 hours.

(2) For mobile liquid waste processing facilities, the maximum time allowed for storage of unprocessed waste is four days.

If a significant work stoppage should occur at a solid waste processing or experimental facility due to a mechanical breakdown or other causes, the facility shall accordingly restrict the receiving of solid waste. Under such circumstances, incoming solid waste shall be diverted to an approved backup processing or disposal facility. If the work stoppage is anticipated to last long enough to create objectionable odors, insect breeding, or harborage of vectors, steps shall be taken to remove the accumulated solid waste from the facility to an approved backup processing or disposal facility.

The City of Haskell alternative processing or disposal procedures for the solid waste in the event that the facility becomes inoperable for periods longer than 24 hours is to haul directly to the nearest approved solid waste landfill.

## **SANITATION**

All working surfaces that come in contact with waste will be washed down at least weekly at the completion of the processing period. Litter control procedures will be utilized on a continuous basis. Litter or windblown material resulting from the transfer station operation will be collected at least weekly to minimize unsightly conditions and fire hazards along the road accessing the site.

Wash waters will not be allowed to accumulate on-site without proper treatment to prevent the creation of odors or an attraction to vectors.

All wash waters will be kept within the building through sloping floors, grated floor drains (sump drains) and a final destination of the City of Haskell sanitary sewer. In the event the City of Haskell sanitary sewer becomes unavailable, all wash waters will be collected and disposed of in an authorized manner.

## **FACILITY COMPLETION AND CLOSURE PROCEDURES**

The closure plan for the facility is detailed in Part III, Attachments 1.

## **WATER POLLUTION CONTROL**

Surface drainage in and around the facility is designed to control and minimize surface water running onto, into, and off the treatment area. All putrescible waste loading and unloading areas are within an enclosed building. Surface drainage has been designed to preclude surface water from entering the waste unloading/loading areas.

All contaminated wash down water will be kept within the building and discharged to grated floor drains (sump drains) with transport to the City of Haskell sanitary sewer. The grated floor drains directly connected to the City of Haskell sanitary sewer are *located* inside the tipping floor doorways and also inside the transfer trailer-loading bay at the front of the ingress and egress doorways. These floor drains will be designed to drain to an onsite container prior to transport and discharging into the municipal sanitary sewer. Management of this discharge will be in accordance with Local requirements and all necessary authorizations and approvals will be obtained and retained within the operating record at the site.

Off-site discharge of contaminated waters, if any, will be made only after approval by the City of Haskell waste water program.

Waste transfer activities will be administered within the enclosed structure on a concrete floor, therefore, groundwater monitoring activities are not required at this facility.

# HASKELL MSW TRANSFER STATION

## Part IV Appendices

### Appendix #1



**City of Haskell  
Transfer Station  
Fire Protection Plan**



**JACOB MARTIN LLC**  
PART IV Appendix 1  
Submitted: August 2, 2021  
Revision:

**CITY OF HASKELL TRANSFER STATION REGISTRATION**

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APPENDIX 1  
FIRE PROTECTION PLAN

FIRE PROTECTION

A non-potable water storage tank of 1500 to 2000 gallons capacity (stationary or truck mounted) will be maintained on-site. A 2.5" fire hose connection and a water pump capable of suppressing a fire will be manifolded to the tank piping. A pressure washer connected to a non-potable water source will be maintained in the transfer station processing building along with the previously mentioned systems to control any fire within the processing building itself. Sufficient fire extinguishers of Type ABC and "wet water" will be kept on equipment and multiple units near the processing area in the building that will be fully charged and ready for use at all times. Each extinguisher will be inspected on a monthly basis and recharged as necessary. The City of Haskell's Fire Department will be a source of fire protection. A minimum stockpile of a cubic yard of clean dirt will be maintained in the transfer station processing area for fire suppression as needed.

The following fire protection plan shall be followed. Prior to installation, City of Haskell Public Works will coordinate with the City of Haskell Fire Department to ensure that all fire detection / fighting equipment complies with local fire codes. If local fire codes are changed, the Fire Protection Plan will be revised as needed.

I. Fire Prevention Procedures

- No burning will be permitted at the site.
- No smoking will be allowed in the office or within the processing building.

II. Source of Fire Protection

- Since the waste will be placed into open-top trailers, the walls of the trailer will act as a firebreak and minimize the possibility of a fire spreading to adjacent land.
- A fire extinguisher will be kept on all equipment and multiple units near the processing area in the building that will be fully charged and ready for use at all times. Each extinguisher will be installed and maintained in accordance with NFPA 10 and will be inspected on an annual basis and recharged as necessary.
- A stockpile of clean dirt will be maintained to suppress fire as needed.
- The City of Haskell Fire Department will be a source of fire protection.

III. Fire Protection Use Procedures

- For a fire extinguisher, stand up wind from the fire, pull the pin, and point the hose towards the base of the fire and move from side to side.
- Fires that can be suppressed by application of clean dirt will be applied via front end loader to facilitate fire extinguishers.
- Call 911 to notify the City of Haskell Fire Department anytime there is a fire.



IV. Employee Training and Safety Procedures

- a. All personnel will be properly trained on fire extinguisher use and capabilities.
- b. All personnel will be properly trained on the general rules for fire fighting.

V. General Rules for Fire Fighting

- a. Contact the City of Haskell Fire Department by calling 911. Alert other facility personnel.
- b. Assess extent of fire and possibilities for the fire to spread and alternatives for extinguishing the fire.
- c. If it appears that the fire can be safely fought with available fire fighting devices until the Fire Department arrives, attempt to contain or extinguish the fire.
- d. Upon arrival of Fire Department personnel, direct them to the fire, and provide assistance.
- e. Do not attempt to fight a fire alone.
- f. Do not attempt to fight a fire without adequate personal protective equipment.
- g. Be familiar with the use and limitation of fire fighting equipment.

# HASKELL MSW TRANSFER STATION

## Part IV Appendices

### Appendix #2



8-9-21

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## APPENDIX 2 SITE SAFETY PLAN

### I. Introduction

This plan has been prepared to provide guidance for a safe work environment and a guideline in the event an emergency situation arises during the normal course of work City of Haskell employees while working at the City of Haskell Transfer Station. All employees will be instructed in safe operating procedures and emergency preparedness.

### II. Training

Each employee upon hiring will be instructed by management as to proper procedures for performing the specific job they were hired for. On each employee's first day on the job he/she will be given a tour of the entire facility to familiarize themselves with the location of fire extinguishers, telephones, emergency telephone numbers and locations of safety equipment.

### III. Safety Meetings

Management will conduct monthly safety meetings to review safety procedures and refresh employees on the importance of safety in the workplace.

### IV. Basic Elements

Below is a list of proper safety procedures to be followed during daily operations.

#### Scale Clerk

1. Watch for trucks entering the facility.
2. Inspect loads as outlined in the Site Operating Plan.
3. Lock facility gates after closing hours.
4. Use common sense.

#### Operator and/or Site Manager

1. Watch for trucks unloading.
2. Wear protective vest and hard hat at all times.
3. Wear gloves while working with waste.
4. Watch for the front end loader.
5. The operator must watch for sorter working on tipping floor.
6. When hauling transport trailers out of transport tunnel, make sure connection to loader/tractor is secure and watch for garbage trucks entering the facility or process building area.
7. Be cautious around the trailer drop off area.
8. Lock facility gates after closing hours.
9. Use common sense.
10. Check fire extinguishers annually to insure proper working order.
11. Check batteries in the smoke alarm in the office annually.

V. Emergency Procedures

In the event of an emergency, it may be necessary to seek outside assistance from other agencies. Primary emergency numbers are listed below:

Fire	911
Police	911
Ambulance	911

Follow-up Notification will be to:

Public Works Director	Office	(940) 864-2333
	Mobile	(940) 207-1855

The following procedures are to be followed in the event of an emergency:

An employee detecting any emergency should notify 911 and then the City of Haskell on-site emergency coordinator, or their designee. Until the on-site emergency coordinator or their designee arrive, the employee should direct site personnel and visitors to evacuate if there is imminent risk to their personal safety.

The employee should administer emergency first aid, if qualified, if someone has been injured. If the injury is moderate (i.e. broken bone, minor burns or lacerations) Haskell Memorial Hospital, located at 1 Avenue N in Haskell, Texas (940-864-2621), should be notified of an incoming patient. Arrangements to transport the injured person to the hospital will then be made. If the injury is severe (i.e. compound bone fracture, heart-attack, etc.) contact 911 emergency personnel and administer emergency care until the ambulance arrives.

In the event of a fire or explosion, the employee detecting the fire or explosion will notify 911 and then the City of Haskell on-site emergency coordinator, or their designee, describing the location and extent of the fire or explosion and any need for immediate assistance for first aid or fire containment.

Once the on-site coordinator or their designated representative arrive, the employee will allow him/her to initiate emergency procedures. In the event of any emergency, the employee must be prepared to assist the emergency coordinator and response team.

**JACOB MARTIN LLC**  
PART III  
Submitted: June 30, 2021  
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**CITY OF HASKELL TRANSFER STATION REGISTRATION**