



Pasquotank-Camden-Elizabeth City Debris Management Plan

_____, 2018

Primary Agencies:

Pasquotank-Camden Emergency Management
Pasquotank County Solid Waste
Camden County Planning Dept.
Elizabeth City Public Works Dept.

Support Agencies:

NC Dept. of Transportation
County and Municipal Agencies
NC Forestry Service
Albemarle Regional Health Services (Environmental)
State and Federal Agencies
Volunteer Agencies
Others as required or requested

Attachments:	
Attachment 1:	Health & Safety Strategy
Attachment 2:	Primary & Secondary Roads
Attachment 3:	Critical Facilities
Attachment 4:	Debris Contractors
Attachment 5:	TDRS Site Preparation Checklist/Closeout Guidelines
Attachment 6:	TDRS Sites/Pasquotank Landfill
Attachment 7:	Debris Removal Guidelines
Attachment 8:	Removal of Eligible Debris from Private Property
Attachment 9:	Right of Entry Agreement – Private Property
Attachment 10:	Sample Load Ticket/Truck Certification Form
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I. OVERVIEW

The purpose of this Debris Management Plan is to provide structure, guidance, and standardized procedures for the clearance, removal, and removal and disposal of debris caused by a major debris-generating event.

To establish the most efficient and cost effective methods to resolve disaster debris removal and disposal issues.

To expedite debris removal and disposal efforts that provide visible signs of recovery designed to mitigate the threat of health, safety and welfare of Pasquotank-Camden-Elizabeth City residents.

To coordinate partnering relationships through communications and pre-planning with local, State, and Federal agencies involved with debris management responsibilities. Finally, to implement and coordinate private sector Debris Removal and Disposal contracts to maximize cleanup efficiently.

The Debris Management Plan was developed with the coordination of Emergency Management, Camden Planning Department, City of Elizabeth City Public Works, and Pasquotank Solid Waste Agency.

This plan builds upon existing risk management plans and is intended to be a living document. As such, it will be amended, as necessary, to address specific challenges as they arise.

II. SITUATIONS AND ASSUMPTIONS

A. Situation

Pasquotank County, Camden County and the City of Elizabeth City are vulnerable to numerous natural and technological hazards, including severe weather and hazardous materials spills. Tropical storms, hurricanes, tornadoes, severe lightning, wind storms, hail and floods pose the highest natural threats to the area. Critical government and private facilities are potential targets for terrorist attack. Pasquotank County, Camden County and the City of Elizabeth City can manage many disaster situations with internal resources; however, there are potential debris-generating events that may overwhelm county/city assets and capabilities.

This plan defines the roles and responsibilities of agencies that will be involved in a major debris-generating event in Pasquotank or Camden County or the City of Elizabeth City. It in no way diminishes the value of the plan for response to smaller events, but only establishes a general framework that can, with minor modifications, be used in any debris-generating events.

This plan provides the framework to unify the efforts of the Pasquotank County, Camden County, the City of Elizabeth City, nongovernmental and voluntary organizations, and regional, state and federal partners involved in disaster debris cleanup operations. When properly implemented, the result will be a coordinated and comprehensive effort to reduce the impact of a debris-generating event.

B. Planning Basis

1. Natural disasters such as hurricanes, tornadoes and flooding precipitate a variety of debris that include, but are not limited to, such things as trees and other vegetative organic matter, building/construction material, appliances, personal property, mud and sediment.
2. Man-made disasters such as terrorist attacks may result in a large number of casualties and heavy damage to infrastructure and buildings. Crime scene restraints may hinder normal debris removal operations, and contaminated debris may require special handling. All of these situations and factors will necessitate close coordination with local, State, and Federal Law Enforcement, health services, and environmental officials.
3. The quantity and type of debris generated, its location, and the size of the area over which it is dispersed will have a direct impact on the type of removal and disposal methods utilized to address the debris problem, associated costs incurred and how quickly the problem can be addressed.
4. The quantity and type of debris generated from any particular disaster will be a function of the location and kind of event experienced, as well as its magnitude, duration and intensity. This plan is based on the debris generated by any such incident that recovery measures are required to preserve the well-being of all residents in Pasquotank-Camden-Elizabeth City.

C. Assumptions

1. A major natural disaster that requires the removal of debris from public or private lands and waters can occur at any time.
2. The amount of debris resulting from a major natural disaster probably will exceed City and County removal and disposal capabilities.
3. Pasquotank-Camden-Elizabeth City will contract for additional resources to assist in the debris removal, reduction, and disposal process.
4. Pasquotank/Camden/Elizabeth City will issue a local State of Emergency Declaration as a prerequisite to requesting emergency or major disaster assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (as amended) to request a presidential disaster declaration.
5. The Governor will declare a State of Emergency that will authorize state resources to assist in removal and disposal of debris.
6. The Governor will request a Presidential Disaster Declaration, if the disaster exceeds both local and state resources.
7. Requests for federal assistance may be made by Pasquotank/Camden/Elizabeth City through the County/City EOC to North Carolina Emergency Management if the Debris Manager believes the debris-generating event exceeds their in-house and debris hauling contractor debris clearing, removal, and disposal capabilities.

III. CONCEPT OF OPERATIONS

A. Organization and Responsibilities

Disaster debris management is the responsibility of each respective jurisdiction, which will designate, individually, a Debris Manager. Each Debris Manager should coordinate cleanup and restoration efforts with their adjoining jurisdictions.

1. The **Emergency Management Coordinator** is responsible for daily operational control and overall management of the Emergency Operations Center and its' staff. The EM Coordinator will receive current information on the severity of the disaster from many sources. Requests for debris clearing from public facilities and roadways will be coordinated with the EOC. All the requests for debris removal or disposal will be directed to the respective jurisdiction's Debris Managers.

2. Debris Managers

Pasquotank County-Camden County-Elizabeth City

The Debris Manager of each respective jurisdiction will be responsible for, but not limited to, the following with respect to any and all debris management issues:

- Keep the County/City Control Group and Emergency Management Coordinator briefed on the status of the debris clearing, removal and disposal operations.
- Coordinate together on all debris clearance, removal and disposal issues through meetings or conference calls, as needed, and convene emergency debris coordinating meetings at the EOC or other location as appropriate.
- Ensure the debris management effort is provided with all available administrative staff and field support personnel.
- During EOC activation, coordinate debris management issues with the EOC. The Debris Manager will be responsible for coordinating all debris clearance and cleanup actions with the EOC. Actions will focus on keeping track of field site assignments and progress of the initial debris clearance from public roadways and critical facilities.
- The Debris Manager will inform the Emergency Management Coordinator of cleanup progress and any problems encountered or expected.
- The Debris Manager will supervise the monitoring of Debris Contractors, load inspections at debris sites and other off site areas and the preparation of Load Sheets at debris sites or other impacted areas.
- The Debris Manager shall work with the appropriate state and federal environmental regulatory agencies to ensure debris sites comply with established guidelines.
- The Debris Manager for each respective jurisdiction shall be responsible for storm debris cleanup; to include collection, transportation and disposal. Coordination of on-site open burning of vegetative debris should be coordinated with the Emergency Management Coordinator.
- The Debris Manager will serve as the overall supervisor of site inspection and operations, and will coordinate storage, recycling, or disposal effects with local and state agencies, processors, recyclers, and landfill owners and operators, as appropriate for their jurisdiction.
- The Debris Managers will coordinate with the Public Information Officer (PIO) and Emergency Manager the dissemination of information to the public.

3. **NC Department of Transportation** will be responsible for removing of debris from public right-of-ways beginning with major roadways to critical facilities and for emergency traffic. If other agencies are needed to assist in this effort, NCDOT will notify the EOC of those needs. Priority will be given to major roadways.
4. **Public Information Officer** will develop a proactive information management plan. Emphasis will be placed on actions that the public can perform to expedite the cleanup process. Flyers, newspapers, and radio public service announcements should be used to obtain the public's cooperation by separating burnable and non-burnable debris, segregating household hazardous waste, placing disaster debris at the roadside, keeping debris piles away from fire hydrants and valves, reporting locations of illegal dump sites or incidents of illegal dumping and segregating recyclable materials. Pickup schedules will be disseminated in the local news media, on the County/City Access TV Channel, via Social Media and the Emergency Public Information hotline.
5. The **Finance Officers** for Pasquotank, Camden, and Elizabeth City, shall serve as reimbursement coordinators for each of their respective jurisdictions and will provide for the collection and compilation of all labor, equipment hours, materials /supplies and expenditures related to disaster response and recovery. Under the direction of the Finance Officer, the County/City Debris Manager will assure that debris management contractors establish and maintain insurance coverage as required by the contract. In addition, the Finance Officer, in cooperation with the Debris Manager, will ensure that the identified contractors meet the contract requirements. The Finance Officer, or their designee, will be responsible for compiling all damage reports for county/city facilities using FEMA's Project Worksheet forms and coordinate the submission of these forms with Emergency Manager and Debris Manager.
6. The **Department of Parks and Recreation's** responsibilities includes, but is not limited to, the following with respect to any and all debris management activities:
 - Ensure that debris removal from parks and recreational facilities is coordinated through and approved by the Debris Manager.
 - Ensure that the Debris Manager and Emergency Management Coordinator are informed of cleanup progress and any problems encountered or expected.
7. **Fire Department**
 - Respond to fire and other emergencies at Temporary Debris Storage Reduction (TDSR) sites.
 - Respond to request to investigate and handle hazardous materials incidents.
 - Supervise burn sites in accordance with all appropriate local requirements to ensure safe burning, subject to amendments by the Health Department and/or Fire Marshal.
8. **Police/Sheriff's Department**
 - Assist in monitoring illegal dumping activities.
 - Assist in monitoring TDSR sites to ensure compliance with local traffic regulations.
 - Coordinate traffic control at all loading sites and at entrances to and from TDRS sites. (If Contractor services are activated this will be their responsibility).

9. Health Department

- Assist in monitoring TDSR site operations and closeout activities.
- Assistance as necessary on all environmental and health issues.

10. Electric Utilities

- Coordinate with the Debris Manager with regards to debris removal along electrical easements and rights-of-way to ensure that all lines are de-energized.

B. Pre-Storm Administrative Actions

The Pasquotank-Camden Emergency Management Coordinator will conduct a Debris Management Workshop with the contractors, Debris Manager, identified county staff and municipal representatives to review the Debris Management Plan procedures and to ensure that the debris management operation works smoothly. Items of discussion will include:

- Contractor responsibility
- Debris Management Site
- Logistical support
- Procedures for call up of contractor personnel and equipment
- Haul routing
- Contractor vehicle identification and registration
- Debris hauling load ticket administration
- Mobilization and operation of the TDRS Sites
- Contractor payment request submission, review, and verification
- Special procedures for Household Hazardous Waste (HHW)
- TDRS site open and closure requirements

C. Pre-Storm Activation Actions

The Emergency Management Coordinator will confer with County/City Manager of the affected jurisdiction, who will in turn notify the contractor, in order to place them on alert status. They are to be prepared to move into the Pasquotank/Camden/Elizabeth City area within 12 hours after receipt of a Notice to Proceed from the county/city.

The Debris Management Contractor will be notified by the County/City upon notice of a Category 1 or above hurricane, an F1 tornado or above, or other situation that could generate large volumes of debris. The Debris Management Contractor will establish presence and coordinate with the Emergency Management Coordinator should the situation dictate the activation of the emergency contract.

IV. DEBRIS MANAGEMENT RESPONSE AND RECOVERY OPERATIONS

The Debris Manager will be the single point of contact to coordinate and control all personnel and equipment responding to a major debris-generating event. This Plan provides guidance for the efficient and effective control and coordination of initial debris assessments through debris clearance, removal, and disposal operations.

A. Damage Assessment

The Emergency Management Coordinator is responsible for coordinating impact assessment for all County/City public structures equipment, and debris clearance immediately following a large-scale disaster. Impact assessments are performed by Pasquotank, Camden, and Elizabeth City personnel, and used to prioritize impacted areas and resource needs as well as make initial estimates of debris quantities.

Debris clearance from roadways and public property will be accomplished using volunteer crews (i.e. firemen) and equipment, NCDOT, mutual aid providers and private contractor resources. Available personnel from National Guard and the NC Forest Service may supplement these services upon request from the Pasquotank-Camden EOC to NC Emergency Management. NCDOT has the primary mission of identifying debris impacts on critical roads. Based on the state-mandated prioritization of roads, NCDOT will clear debris from at least one lane on all evacuation routes and identified primary and secondary roads to expedite the movement of emergency service vehicles such as fire, police, and medical responders. A list of primary and secondary roads is provided in Attachment 2. Debris clearing will be done at Critical Facilities as soon as possible. A listing of Critical Facilities is provided in Attachment 3.

Damage Assessment teams will conduct initial zone-by-zone windshield surveys to identify the type of debris and to estimate amounts of debris on private and public property. The results of the windshield surveys will be provided to the Debris Manager and Emergency Management located at the County/City EOC.

During the debris clearance and removal process, the EOC will be responsible for coordinating with the Electric Power as appropriate to ensure that power lines do not pose a hazard to emergency work crews.

B. Phase I Initial Response

For ease of control and coordination, debris management operations are divided into two phases.

Phase I will be implemented immediately after a debris-generating event to open emergency evacuation routes and roadways to critical facilities and affected neighborhoods. The major emphasis during this phase is to simply push debris from the traveled way to the right-of-way or curb. This activity is commonly referred to as "First-push". Little or no effort is made to remove debris from the right-of-way.

Phase I activities for the Debris Manager include:

- Implementation of the Debris Management Plan.
- Determination of incident-specific debris management responsibilities.
- Establishment of priorities based on evacuation needs and prediction models.
- Identification and procurement of TDSR sites, as needed.
- Consideration of activation of pre-positioned contracts, if necessary to support Phase I clearance operations.
- Implementation of Public Information Plan.
- Coordination and tracking of resources.
- Formal documentation of costs.

Priority for debris “First Push” will be based upon the following criteria:

- Extricate people
- Major flood drainage arteries
- Egress for Emergency Operations Center
- Fire, Sheriff, Police, County and Municipal Buildings
- Ingress to hospitals, jail, and dialysis center
- Major traffic routes
- Supply distribution points and mutual aid assembly points
- Government facilities
- Red Cross Shelters
- Access for utility restoration
- Public Safety communications towers
- Secondary roads
- Private property adversely affecting public welfare (i.e. health, safety)

C. Phase II - Recovery

Phase II will be implemented within two to five days following a major debris-generating event, and will encompass the processes of debris removal and disposal. This delay is normal and allows time for affected citizens to return to their homes and begin the cleanup process. Debris must be brought to the right-of-way or roadside to be eligible for removal at public expense.

The Debris Manager will be responsible for implementing all Phase II activities. Phase II may be quite lengthy as disaster recovery continues until pre-disaster conditions are restored.

Phase II activities may include:

- Activation of pre-positioned contracts.
- Notification to citizens of debris removal procedures.
- Activation of TDSR sites.
- Removal of debris from rights-of-way and critical public facilities.
- Movement of debris from TDSR sites to permanent landfills

D. Phase II - Debris Removal and Disposal Overview

The general concept of debris removal operations includes multiple, scheduled passes by each critical site, location, or right-of-way. This manner of scheduling debris removal allows residents to return to their properties and bring debris to the edge of the right-of way as property restoration proceeds.

All efforts will be made to dispose of debris in the most efficient manner possible. Due to the close proximity of the Pasquotank County Landfill, there may not be a need to utilize TDSR sites. In that case, debris will be taken directly to the landfill and processed at the landfill.

Depending on the magnitude of debris, the Pasquotank County Landfill may be seriously impacted and Temporary Debris Storage and Reduction Site (TDSR) may need to be established. Pasquotank and Camden County should identify a number of TDSR sites and seek pre-approval by NCDENR.

TDSR location selections should include the following selection criteria:

- Public Property – preference should be given to public land rather than private, due to potential rental/restoration costs commonly associated with private property sites.
- Size – the larger and more open the property the better suited it will be for debris removal operations.
- Access – Properties that allow for easy ingress and egress.

Environmental Considerations and Other Regulatory Requirements

The Debris Managers and Emergency Manager shall work with appropriate state and federal agencies to ensure compliance with environmental/historic preservation laws, regulations, and policies.

- Environmental Feasibility – Properties must be outside watershed range and environmentally sensitive areas (i.e. wetlands, areas with endangered species, critical habitats, etc.)
- Proximity to Densely Populated Areas – Areas as removed as possible from private residential housing developments. Dust, smoke, noise and heavy vehicle traffic could pose health and safety hazards and public complaints. However, if possible, TDSR locations should be within 15 miles of densely populated areas to ensure quick truck turnaround and facilitate debris removal progress.
- Historical points and districts should be avoided.

Pasquotank, Camden and the City of Elizabeth City have been divided into Debris Control Sectors as a method of organizing, controlling and communicating information concerning all aspects of debris-removal and disposal operations. These sector boundaries may be changed or divided into sub-sectors based on the degree of impact within the disaster area, the debris density or type of equipment required for each sector, etc.

The following table shows the estimated debris from various sizes of single-family residences (from Debris Estimating Field Guide, FEMA 329), using an estimation model developed by FEMA following Hurricane Floyd. The vegetative debris is based on the following definitions:

Light (1.1) – Ground is more visible than trees, and canopy cover is sparse, usually new home developments.

Medium (1.3) – Has uniform pattern of open space and tree canopy cover, most common description for vegetative cover.

Heavy (1.5) – Found in mature neighborhoods and wood lots where ground or houses cannot be seen due to tree canopy cover.

For multi-story house, the estimation model is applied only to the first-floor square footage.

Estimated debris from destroyed single-family, single-storied homes.

Typical House (Square Feet)	Estimation Model – Vegetative			
	None	Light (1.1)	Medium (1.3)	Heavy (1.5)
1000	200 CY	220 CY	260 CY	300 CY
1200	240 CY	264 CY	312 CY	360 CY
1400	280 CY	308 CY	362 CY	420 CY
1600	320 CY	352 CY	416 CY	480 CY
1800	360 CY	396 CY	468 CY	540 CY

2000	400 CY	440 CY	520 CY	600 CY
2200	440 CY	484 CY	572 CY	660 CY
2400	480 CY	528 CY	624 CY	720 CY
2600	520 CY	572 CY	676 CY	780 CY

The table below provides estimates, based on the storm severity, of anticipated debris volume the acreage of land required for TDSR sites.

Note: The estimates provided were develop in part using the Corp of Engineers Debris Estimated Model and are predicted to have an accuracy of +30% due to the many variable inherit to the debris removal process.

Storm Type & Category	Debris Volume Generated (Cubic Yards)	Required TDSR Site Acreage
DRY STORM		
Category 1	75,609	7.79
Category 2	302,436	31.15
Category 3	982,917	101.24
Category 4	2,016,240	207.67
Category 5	2,520,300	259.58
WET STORM		
Category 1	75,609	7.79
Category 2	302,436	31.15
Category 3	1,277,792	131.61
Category 4	2,621,112	269.97
Category 5	3,276,390	337.46

Pasquotank County Debris Estimations by Sectors

All estimates are in cubic yards

All estimates are figured with the heavy vegetation multiplier and heavy storm precipitation multiplier

Debris Control Sectors	Category 1	Category 2	Category 3	Category 4	Category 5
North	24,976 CY	99,902 CY	324,683 CY	624,390 CY	999,024 CY
South	21,376 CY	85,504 CY	277,887 CY	534,398 CY	855,036 CY
Elizabeth City	30,198 CY	120,791 CY	392,570 CY	754,943 CY	1,207,908 CY

TDSR Site Requirements

Includes buffer zones for around debris pile

All estimates are in acres

Debris Control Sectors	Category 1	Category 2	Category 3	Category 4	Category 5
North	3	10	33	64	103
South	2	9	29	55	88
Elizabeth City	3	12	40	78	124

Camden County Debris Estimations by Sectors

All estimates are in cubic yards

All estimates are figured with the heavy vegetation multiplier and heavy storm precipitation multiplier

Debris Control Sectors	Category 1	Category 2	Category 3	Category 4	Category 5
North	12,418 CY	49,670 CY	161,429 CY	310,440 CY	496,704 CY
South	11,135 CY	44,538 CY	144,749 CY	278,363 CY	445,380 CY

TDSR Site Requirements

Includes buffer zones for around debris pile

All estimates are in acres

Debris Control Sectors	Category 1	Category 2	Category 3	Category 4	Category 5
North	1	5	17	32	51
South	1	5	15	29	46

1. Temporary Debris Storage and Reduction Sites (TDSR Sites)

Contractors will operate the TDSR sites made available by the County. Each Contractor will be responsible for all site setup, site operations, and rodent control, closeout, and remediation costs at each of its sites. The Contractor is also responsible for the lawful disposal of all by-products of debris reduction that may be generated.

The Contractor will restore the TDSR sites as close to the original condition as is practical so that it does not impair future land uses. All sites are to be restored to the satisfaction of the Debris Manager with the intent of maintaining the utility of each site.

E. Phase II - Debris Removal and Disposal Operations

The Debris Manager and staff will coordinate debris removal and disposal operations for non-system roads and public facilities. Phase II operations involve the removal and disposal of roadside debris by County/City force account and/or Contractor crews.

The right-of-entry (ROE) debris operation involves obtaining the right to enter private property for the purposes of debris removal and may involve, but not be limited to, obtaining and determining utility locations, demolition of condemned structures, removal of debris, removal of leaning trees and hanging limbs, and removal of tree stumps. Unless specifically directed by the County/City Manager, for public safety or health considerations, debris will not be collected from private property or private streets unless approved by the FEMA Public Assistance Officer.

2. Use of Force Account Labor

The most immediate source of help with response and recovery in the event of an emergency is a community's own force account labor, materials, and equipment. These are within the local authority and are immediately available to respond to an emergency situation requiring debris removal, particularly during the initial 70- hour critical phase. Force Account Labor may be utilized; especially as a first line of defense, until such time as the debris removal needs exceed

local capabilities, at which point mutual aid agreements may be activated, and/or contract services may be used to get the work done. All work done with force account labor and materials must be closely monitored. Hours worked and equipment used to complete the eligible work must be documented and costs must be thoroughly documented by payroll information, equipment logs or usage records, site or location, and other records, such as materials invoices, receipts, payment vouchers, or work orders. Final payment is based on documentation of costs.

3. Contractor Debris Removal and Disposal Operations

The County/City recognizes that disasters may generate debris of types and quantities that exceed their capabilities. Pre-positioned contracts are in place to assist in requested aspects of the debris operation. These contracts are intended for use by the county/city when local and state resources are insufficient to adequately manage disaster debris. Emergency Management will use the damage assessments for determination whether to activate the Debris Removal and Monitoring Contracts. This decision is made by the respective jurisdiction's County/City Manager.

The County/City uses Requests for Proposal (RFP) process for the solicitation of pre-positioned contracts for experienced and reputable companies to provide debris removal and disposal, and monitoring services should the need arise. Companies are selected on the basis of related experience, knowledge of governing regulations and procedures, availability or adequate resources, management capabilities, and other factors. The solicitation of contractors is conducted in accordance with State requirements and in accordance within the normal procurement procedures of the County/City. Efforts are made to distribute the RFP via newspaper, social media and other outlets to qualified contractors including Minority and Women owned Business Enterprises (MWBEs).

Eligible debris will be collected curbside and transported to either TDSR Sites or directly to final recycling, composting, or disposal sites. Eventually all debris will be transported to a final recycling, composting, or disposal facility. No debris management work shall be conducted without the presence of a debris monitoring company available under the contract for Debris Monitoring Services.

Upon direction from the County/City Manager, the Debris Manager or Emergency Manager will contact the firm(s) holding the pre-positioned debris removal and disposal contract(s)/monitoring contracts and advise them of impending conditions. The scope of the pre-positioned contract provides for the removal and lawful disposal of all natural disaster-generated debris, excepting household, industrial, or commercial hazardous waste. Debris removal will be limited to County/City maintained streets, roads, and other public rights-of-way (unless otherwise authorized) based on the extent of the disaster. Debris removal will be limited to disaster related material placed at or immediately adjacent to the edge of the rights-of-way by residents within designated Debris Control Sectors.

Upon notice to proceed, each contractor will mobilize such personnel and equipment as necessary to conduct the debris removal and disposal operations pursuant to their debris contract. The Contractor will make multiple, scheduled passes of each site, location, or area impacted by the disaster according to the assigned Debris Control Sectors as directed by the

Debris Manager. Schedules will be provided to the PIO and Emergency Manager for publication and notification to the news, social media and other means.

At the direction of the Debris Manager (dependent on the magnitude of debris), mixed debris may be collected and hauled from assigned Debris Control Sectors to a designated TDSR site or to the Pasquotank County Landfill. Clean woody debris will be hauled to the nearest designated vegetative TDSR site for eventual burning or grinding.

Vegetative Debris consisting of trees, limbs, and stumps that are 12 inches in diameter or smaller will be hauled to TDSR sites for reduction by chipping/grinding or incineration. Mulch or ash generated from the reduction of vegetative debris will be either recycled or transported to a properly permitted final disposal site.

Contractors are also expected to haul and manage construction and demolition (C&D) waste. C & D Material will be transported directly to an approved landfill or dumpsite rather than to a TDSR site, if possible.

The Emergency Management Coordinator will identify one or more Household Hazardous Waste (HHW) drop-off locations within each of the Debris Control Sector. Residents will be encouraged to separate and transport HHW to pre-identified drop-off points. Residents and Contractors will be encouraged to separate HHW at the roadside and not haul it to a TDSR site or landfill, however small amounts of HHW may be mixed in with material deposited at the TDSR site. The Contractor must be prepared to place any HHW in a separate enclosed and lined area for temporary storage, and must report any accumulation of HHW at the TDSR site to the Debris Manager/Designee who will coordinate for removal and disposal.

Household Hazardous Waste (HHW) is material comprised of household cleaners, paints, batteries, bleaches, gasoline containers, and other caustic type items. These items must be segregated, however while residents will be encouraged to segregate HHW at curbside, small amounts of HHW may be mixed in with material deposited at the TDSR sites. The Contractor must be prepared to place any HHW in a separate enclosed and lined area for temporary storage, and must report any accumulation of HHW at the TDSR sites to the Debris Manager/Designee, who will coordinate for removal and disposal.

It is important to note that all material deposited at TDSR sites will eventually be taken to a properly permitted landfill for final disposal. Under certain circumstances, the Debris Manager may direct contractors to bypass C&D TDSR sites and approve the hauling of mixed C&D debris directly to a properly permitted landfill for disposal.

The Emergency Management Coordinator will coordinate with local Environmental Protection Agency (EPA) officials for the collection of eligible industrial or commercial hazardous waste resulting from the disaster.

All trucks will comply with applicable federal, state and local rules and regulations, including tarping requirements. All debris hauling trucks will be certified by the Debris Manager before use in debris operations. Each truck will be assigned a unique ID number and information regarding each truck (capacity, description, driver's name, license number and ID#) will be recorded on a FEMA-compliant certification form.

4. Debris Contractor Oversight

The Debris Manager (or designated staff) is responsible for the coordination, oversight, and monitoring of all debris removal and disposal operations performed by private Contractors

If it is determined there is a need for a TDSR site, baseline data should be gathered from the site to document the state of the land before debris is deposited. The following action items are recommended to compile baseline information:

- Photograph the site – Digital photos should be taken to capture the state of the site before debris reduction activities begin. Photos should be updated periodically throughout the project to document the progression of the site.
- Record physical features – Records should be kept detailing the physical layout and features of the site. Items such as existing structures, fences, landscaping, etc. should be documented in detail.
- Historical evaluation – The past use of the site area should be researched and documented. Issues relating to historical or archeological significance of the site should be cleared with the state historical preservation agency.
- Sample soil and water – If possible and deemed necessary, soil and groundwater samples should be taken before debris reduction activities commence. Samples will help ensure the site is returned to its original state. Typically, soil and groundwater samples should be analyzed for total Resource Conservation and Recovery Act (RCRA) metals, volatile organic compounds, and semi-volatile organic compounds using approved U.S. Environmental Protection Agency (EPA) methods.

5. Debris Monitoring Contractors

The primary function of the monitoring firm with regard to disposal monitoring is to document the loading of disaster debris and disposal at approved TDSR sites and final disposal locations. Monitors perform quality assurance/quality control checks on all load tickets and haul-out tickets to ensure that information captured by collection monitors is complete. This QA/QC includes but is not limited to the following:

- Inspection of truck placards for authenticity and signs of tampering
- Verification that placard information is documented properly.
- Verification that all required fields on the Load Ticket have been completed.

The Debris Manager or designated staff will provide overall supervision of the three monitoring elements described below. Specific responsibilities include the following:

- Planning and conducting debris management site inspections, quality control, and other contractor oversight functions.
- Receiving and reviewing all debris load tickets that have been verified by a Disposal Site Monitor (see description below).
- Making recommendations regarding distribution of County/City force account and Contractor work assignments and priorities.
- Reporting on progress and preparation of status briefings.
- Providing input to the PIO on debris cleanup activities and pickup schedules.

Oversight will be provided for three (3) types of monitors. The functions and responsibilities of the field monitors are described below.

a. Roving Monitors

Two-person teams of Roving Monitors will be assigned to a specific Contractor depending upon the distribution of work assignments. The Roving Monitors' mission is to act as the "eyes and ears" for the Debris Manager, or designee to ensure that all contract requirements, including safety, is properly implemented and enforced.

Staff to fulfill the Roving Monitor positions will be provided by pre-contract personnel, depending on the magnitude of the storm. Roving Monitors will have the authority to monitor County/City Contractor operations and to report any problems back to the Debris Manager/designee. Roving Monitors may request contract compliance, but do not have the authority to otherwise direct Contractor operations or to modify the contract scope of work.

Roving Monitors will monitor debris operations on a full-time basis and make unannounced visits to all loading and disposal sites within their assigned debris management sectors. In addition, Roving Monitors shall do the following:

Roving Monitors will also submit daily written reports to the Debris Manager/Designee outlining their observations with respect to the following:

- Is the Contractor using the site properly with respect to layout and environmental considerations?
- Has the Contractor established lined temporary storage areas for ash, household hazardous wastes, and other materials that can contaminate soil and groundwater?
- Has the Contractor established environmental controls in equipment staging areas, fueling, and equipment repair areas to prevent and mitigate spills of petroleum products and hydraulic fluids?
- Are plastic liners in place under stationary equipment such as generators and mobile lighting plants?
- Has the Contractor established appropriate rodent control measures?
- Are burn sites constructed and operating in accordance with the plans and requirements?
- Has the Contractor established procedures to mitigate smoke, dust, noise, and traffic flow?

Roving Monitors' reports will also include written observations at loading sites, disposal sites, and the locations of any illegal dumping sites. If the monitor sees a problem they are to notify the Debris Manager/Designee immediately and take photographs of the site.

b. Load Site Monitors

Load Site Monitors will be stationed at designated Contractor debris loading sites. The Load Site Monitors primary function is to verify that debris being picked up is eligible under the terms of the contract.

Load Site Monitor positions will be staffed with pre-contract personnel and supplemented by other County/City department personnel depending on the magnitude of the debris-generating event. Load Site Monitors will be assigned to each debris loading site within the designated Debris Control Sectors, and will initiate and sign load tickets as verification that the debris being picked up is eligible.

c. Disposal Site Monitors

Disposal Site Monitors will be located at both TDSR sites and landfill sites as identified by the Debris Manager/Designee throughout the recovery process. The Disposal Site Monitors primary function is to ensure that accurate load quantities are being properly recorded on pre-printed load tickets

At each TDSR site and landfill disposal site, the Contractor will be required to construct and maintain a monitoring station tower for use by the Disposal Site Monitor. The Contractor will construct the monitoring station towers of pressure treated wood (OSHA compliant) with a floor elevation that affords the Disposal Site Monitor a complete view of the load bed of each piece of equipment being utilized to haul debris. The Contractor will also provide each site with chairs, table, and portable sanitary facilities.

The Disposal Site Monitor will estimate the quantity (in cubic yards) of debris in each truck/trailer entering the Contractors selected TDSR site or landfill disposal site and will record the estimated quantity on pre-numbered debris load tickets. The Contractor will only be paid based on the number of cubic yards of material deposited at the disposal site as recorded on debris load tickets. This is to be done on all types of debris removal contracts and force account vehicles.

Disposal Site Monitors will be staffed by pre-contract personnel depending on the magnitude of the debris-generating event. The Disposal Site Monitors will be stationed at all TDSR sites and landfill disposal sites for the purpose of verifying the quantity of material being hauled by the contractor. The Disposal Site Monitor will be responsible for closing out and signing each load ticket and returning a copy to the Debris Manager/Designee at the end of each day.

6. Load Ticket Disposition

The load ticket system tracks the debris from the original collection point to the TDSR site or landfill. By positioning debris monitors at each point of the operations (collection, TDSR site, and/or final disposition), the eligible work can be properly documented. Each monitor is responsible for populating specific areas of the load ticket.

All vehicles hauling debris and contractor debris haulers will obtain a certified scale ticket and/or Load Ticket for each load of debris hauled. Load tickets will be initiated at pickup sites and closed-out upon drop-off of each load at a TDSR site or permanent landfill, and are to be used to document both force account and contracted haulers. Load tickets will serve as supporting documentation for contractor payment as well as for requests for FEMA reimbursement. Scale Ticket/Load Tickets will be turned into supervisors at the end of the day and the supervisors will forward the tickets daily to the Debris Manager.

At initiation of each load, the Load Site Monitor will fill out all items in Section 1 of the Load Ticket and will retain Part 1 (White Copy). The remaining copies will be given to the driver and carried with the load to the disposal site.

Upon arrival at the disposal site, the driver will give all four copies to the Disposal Site Monitor. The Disposal Site Monitor will complete Section 2 of the Load Ticket and retain Part 2 (Green). Parts 3, 4, and 5 will be given either to the contractor's on-site representative or to the truck driver for subsequent distribution.

All trucks will be measured by the Contractor and Debris Manager/Designated Staff before the operation begins and periodically rechecked throughout the operation.

The Contractor will be paid based on the number of cubic yards of eligible debris hauled per truckload. Payment for hauling debris will only be approved upon presentation of Part 4 (Pink) of the Load Ticket with the Contractor's invoice.

Load tickets will also be completed and retained for County/City force account vehicles as a primary mechanism for tracking debris quantities deposited at TDSR sites.

7. Private Property Debris Disposal

Dangerous structures are the responsibility of the owner to demolish in order to protect the health and safety of adjacent residents. However, experience has shown that unsafe structures will often remain in place due to lack of insurance or absentee landlords. Care must be exercised to ensure that the County/City properly identifies structures listed for demolition.

The Debris Manager will coordinate with the County/City and State and FEMA Public Assistance Officers regarding:

- Demolition of private structures.
- Removing debris from private property.
- Local law and/or code enforcement requirement.
- Historic and archaeological sites restrictions.
- Qualified environmental Contractors to remove hazardous materials such as asbestos and lead-based paint.

V. WEAPONS OF MASS DESTRUCTION / TERRORISM EVENT

The handling and disposal of debris generated from a Weapons of Mass Destruction (WMD) or terrorism event will exceed the capabilities of the County/City and will require immediate Federal assistance.

Normally, a WMD or terrorism event will, by its very nature, require all available assets and involve many more Federal and adjacent State and County/City departments and agencies. The nature of the waste stream as well as whether or not the debris is contaminated will dictate the necessary cleanup and disposal actions. Debris handling considerations that are unique to this type of event include:

Much of the affected area will likely be a crime scene. Therefore, debris may be directed to a controlled debris management site by State and/or Federal law enforcement officials for further analysis.

The debris may be contaminated by chemical, biological, or radiological contaminants. If so, then the debris will have to be stabilized, neutralized, containerized, etc. before disposal. In such an occurrence, the operations may be under the supervision and direction of a Federal agency and one or more specialty Contractors retained by that agency.

The presence of contamination will influence the need for pretreatment (decontamination), packaging and transportation.

The type of contaminant will dictate the required capabilities of the personnel working with the debris. Certain contaminants may preclude deployment of resources that are not properly trained or equipped.

The Debris Manager will continue to be the single point of contact for all debris removal and disposal issues within the County/City. Coordination will be exercised with the Emergency Manager.

VI. ADMINISTRATION AND LOGISTICS

All County/City departments and agencies will maintain records of personnel, equipment, load tickets, and material resources used to comply with this Plan. Such documentation will then be used to support reimbursement from any Federal assistance that may be requested or required.

All County/City departments and agencies supporting debris operations will ensure 24-hour staffing capability during implementation of this plan, if the emergency or disaster requires or as directed by the Debris Manager.

All County/City departments are responsible for the annual review of this Plan in conjunction with the annual update to the County/City EOP. It will be the responsibility of each tasked department and agency to update its respective portion of the Plan and ensure any limitations and shortfalls are identified and documented, and work-around procedures developed, if necessary.

The review will consider such items as:

- Changes in Mission
- Changes in Concept of Operations
- Changes in Organization
- Changes in Responsibility
- Changes in desired contracts and/or pre-positioned contracts
- Changes in priorities

This Plan also may be updated as necessary to ensure a coordinated response with surrounding jurisdictions as other Debris Management Plans are developed. This coordination is especially important with respect to allocation of resources such as TDSR sites and disposal facilities.

Attachment 1

Health and Safety Strategy

Purpose

The purpose of this health and safety strategy is to outline safety guidelines with regard to debris removal activities. These are recommended baseline safety provisions. Ultimately, health and safety is the responsibility of the contracted parties involved in debris removal activities. This document will outline some of the general steps necessary to provide a safe work environment for monitoring firm and debris removal contractors' employees. In addition, this document will identify some representative work hazards and the appropriate measures to reduce risk of injury.

Dissemination of Information

The potential monitoring firm and debris removal contractors' project managers will be provided with this document and will be expected to disseminate the information and guidelines to their respective personnel. A copy of the document should be available for consultation. In addition, elements of the document will be reviewed from periodically during the project to increase worker awareness.

Compliance

The potential monitoring firm and debris removal contractors' project managers are responsible for health and safety compliance of their respective personnel and subcontractors. Any crews or individuals that are not compliant shall be suspended from debris removal activities until the situation is remedied. Frequent offenders of safety policies and procedures will be dismissed from the project entirely.

Job Hazard Assessment

Though debris removal activities are fairly similar among events, assessing the particular hazards of each disaster is an important part of maintaining health and safety for the debris removal workers. At a minimum, the following areas of focus should be considered as part of job hazard assessment:

- **Disaster Debris** – Disasters that result in property damage typically generate large quantities of debris, which must be collected and transported for disposal. The type of debris varies depending on the characteristics of the region (e.g., terrain, climate, dwelling and building types, population, etc.) and the debris-generating event (e.g. type, event strength, duration, etc.). In addition, the disaster debris produces a host of uneven surfaces, which must be negotiated.
- **Debris Removal** – Often the removal of disaster debris involves working with splintered, sharp edges of vegetative or construction material debris. Many disasters involve heavy rains or flooding. Consequently, disaster debris is damp and heavier than usual. As weights increase, so does the risk of injury.
- **Removal Equipment** – In most disasters, debris must be removed from the public right-of-way (ROW) to provide access for emergency vehicles and subsequent recovery efforts. Debris collection and removal requires the use of heavy equipment and power tools to trim, separate and clear disaster debris.
- **Traffic Safety** – The ROW is located primarily on publicly maintained roads. As a result, much of the debris removal process takes place in traffic of varying levels of congestion. In addition, disasters often damage road signs, challenging safety on the road.

- **Wildlife Awareness** – Disasters are traumatic events for people as well as wildlife. Displaced animals, reptiles and insects pose a hazard to debris removal workers.
- **Debris Disposal** – After disaster debris is collected, it is often transported to a TDSR site. Upon entry to a TDSR site, the monitoring firm will assess the volume of disaster debris being transported. The collection vehicle will then dispose of the disaster debris and the debris will be reduced either through a grinding operation or incineration. The TDSR site is a common area for injury. Response and recovery workers in this environment are more likely to be exposed to falling debris, heavy construction traffic, noise levels, dust and airborne particles from the reduction process.
- **Climate** – Debris-generating disasters often occur in areas or seasons with extreme weather conditions. The effects of temperature and humidity on physical labor must be monitored, and proper work-rest intervals must be assessed.

Administrative and Engineering Controls

The use of administrative and engineering controls can greatly reduce the threats to public health and safety in debris removal activities. Some common administrative and engineering controls used in the debris removal process are:

Collection Operations

- Conduct debris removal operations during daylight hours only.
- Limit cleanup operations to one side of the road at a time.
- Limit collection work under overhead lines.
- Inspect piles before using heavy equipment to remove them to ensure that there are no hazardous obstructions.
- Make sure that all collection vehicles have properly functioning lights, horns, and backup alarms.
- Load collection vehicles properly (not overloaded or unbalanced).
- Cover and secure loads, if necessary.
- When monitoring the collection process, stay alert in traffic and use safe driving techniques.

Power Tools

- Inspect all power tools before use.
- Do not use damaged or defective equipment.
- Use power tools for their intended purpose.
- Avoid using power tools in wet areas.

Debris Reducing Machinery (Grinders/Wood Chippers)

- Do not wear loose-fitting clothing.
- Follow the manufacturer's guidelines and safety instructions.
- Guard the feed and discharge ports.
- Do not open access doors while equipment is running.
- Always chock the trailer wheels to restrict rolling.
- Maintain safe distances.
- Never reach into operating equipment.
- Use lock out/tag out protocol when maintaining equipment.

TDSR Site/Disposal Operations

- Use jersey barriers and cones to properly mark traffic patterns.
- Use proper flagging techniques for directing traffic.
- Monitor towers must not exit into traffic and should have hand and guard rails to reduce trips and falls.
- Monitor towers must have properly constructed access stairways with proper treads and risers and proper ascent angle (4:1 height/width ratio).
- Monitor towers must be surrounded by jersey barriers that protect the tower and monitors from being struck by inbound or outbound collection vehicles.
- Monitor towers should be located upwind from dust- and particulate generating activities.
- A water truck should spray the site daily to control airborne dust and debris.

Personal Protective Equipment

Personal Protective Equipment (PPE) is the last resort to providing a safe working environment for workers. PPE does not eliminate or even reduce hazards as administrative and engineering controls do. PPE works to reduce the risk of injury by creating a protective barrier between the individuals and work place hazards.

Proper use of PPE includes using PPE for its intended purpose. For example, using the wrong type of respirator might expose the worker to carcinogenic particulates. Properly fitting the equipment to the user may require examination by a medical professional. PPE that does not fit well will not provide maximum protection and will decrease the likelihood of the individual continuing to use the equipment. In addition, improper use may result in serious injury or death. The proper use of the equipment is outlined in detail in the manufacturer's instructions

Attachment 2

Pasquotank County Primary Roads

US 17 Bypass	Weeksville Road
US 158	Halstead Ext
Peartree Road	Water Street
Hughes Blvd	Halstead Blvd
Elizabeth Street	

Pasquotank Priority Secondary Roads

Four Forks Rd	Esclip Rd	Body Rd
Halls Creek Rd	Meadstown Rd	Millpond Rd
Main Street Ext.	Nixonton Rd	Turnpike Rd
Foreman Bundy Rd	Firehouse Rd	Northside Rd
Simpson Ditch Rd	Soundneck Road	
River Road	Salem Church Road	

Elizabeth City Primary Roads

Ehringhaus Street	Southern Ave
Church Street	Parkview Dr
Roanoke Ave	
Road Street	
Main Street	

Camden County Primary Roads

US 17	NC 343
US 158	NC 34

Camden County Priority Secondary Roads

Bunker Hill Rd	Sandy Hook Rd
Old Swamp Road	Keeterbarn Rd
Trotman Road	Lily Rd
Palmer Rd	Sawyers Creek Rd

Attachment 3

Critical Public Facilities

The Emergency Operations Center will coordinate with NC DOT, Pasquotank Solid Waste and Elizabeth City Public Works to have the first priority areas cleared as quickly as possible to ensure the continuity of service to the residents of Pasquotank and Camden Counties and the City of Elizabeth City. Local fire department personnel, NC Forestry personnel and other volunteers will assist these agencies with the clearing of trees/debris from the roadways.

1. Albemarle Hospital/EMS Station
2. Pasquotank-Camden-Elizabeth City Emergency Operations Center/ 911 Center
3. Elizabeth City Police Dept/Camden Sheriff Office/Pasquotank Sheriff Office
4. Elizabeth City/Pasquotank/Camden Fire Departments
5. Emergency Shelter
6. County/City Receiving and Distribution Site
7. City of Elizabeth City Electrical Sub-Stations
8. Elizabeth City Garage (fuel pumps)/Pasquotank Fuel Pumps
9. Water Plants/Wastewater Plans (Pasquotank/Camden/Elizabeth City)
10. Dialysis Center
11. Pasquotank/Camden Courthouse/Elizabeth City Municipal Building
12. Departments of Social Services/Health Department (Pasquotank/Camden)
13. Pasquotank County Correctional Institute/Albemarle District Jail
14. Pasquotank County Landfill (Scale House)
15. Elizabeth City Municipal Airport
16. County/City Points of Distribution Sites
17. Other Pasquotank/Camden/Elizabeth City buildings
18. Elizabeth City/Pasquotank and Camden Public Schools

Other areas may be considered priority for clean up if directed by the County/City Managers/Commissioners/City Council or Pasquotank-Camden-Elizabeth City Control Group.

Attachment 4

Debris Contractors **(Pasquotank, Camden, Elizabeth City)**

Debris Management and Removal

Phillips & Jordan, Inc.
10201 Parkside Drive, Suite 300
Knoxville, TN 37922

Wayne Floyd, Director of Disaster Services - (919) 369-4865 - wfloyd@pandj.com

Tommy Webster, Disaster Services Program Manager - (828) 644-3222 - twebster@pandj.com

George Massengill, Business Development Consultant – (865) 201-2705 – gmassengill@pandj.com

Julie Glenn, Disaster Services Coordinator - (865) 776-8918 - jglenn@pandj.com

Debris Management and Monitoring Services

Tetra Tech
2301 Lucien Way, Suite 120
Maitland, FL 32751

Simon Carlyle – (407) 803-2525 – simon.carlyle@tetrattech.com

Attachment 5

TDRS Site Preparation Checklist

SITE EVALUATION

1. Site Ownership:

- a) Use County/municipal lands to avoid costly leases and trespassing allegations. Use private land only if County/municipal sites are unavailable.

2. Site Location:

- a) Consider impact of noise, dust and traffic;
- b) Consider pre-existing site conditions;
- c) Look for good ingress/egress at site(s);
- d) Consider impact on ground water;
- e) Consider site size based on:
 - 1. Expected volume of debris to be collected;
 - 2. Planned volume reduction methods;
- f) Avoid environmentally sensitive areas, such as:
 - 1. Wetlands;
 - 2. Rare and critical animals or plant species habitats;
 - 3. Well fields and surface water supplies;
 - 4. Historical/archaeological sites;
 - 5. Sites near residential areas, schools, churches, hospitals and other sensitive areas;
- g) Perform recordation of site chosen (pictures, videos).

3. Site Operations:

- a) Use portable containers;
- b) Separate types of waste as operations continue;
- c) Monitor site at all times;
- d) Perform on-going volume reduction (on site or removal for disposal/reduction);
- e) Provide nuisance management (dust, noise, etc.);
- f) Provide vector controls (rats, insects, etc.);
- g) Provide special handling for hazardous materials;
- h) Provide security (limit access);
- i) Ensure appropriate equipment is available for site operations.

4. Site Closeout:

- a) Remove all remaining debris to authorized locations;
- b) Restore site to pre-use condition;
- c) Perform recordation of site (pictures, videos);

Temporary Debris Storage Reduction Site Closeout

Temporary Debris Storage Reduction (TDSR) sites should only be operated as long as it is necessary to store and process disaster debris that cannot be handled by the existing solid waste management infrastructure. These are only intended to operate as temporary management areas, not as ongoing solid waste facilities. Debris is expected to be processed and removed from the TDSR site as quickly as possible so that debris can be safely managed and the site expeditiously returned to its previous use. Once this activity is completed, TDSR sites must be properly closed.

Final written approval is required from NCDENR to consider any TDSR site to be properly closed. TDSR sites should meet the following guidelines to ensure proper closure:

- Within 90 days of completing processing at a chip site, all chips and mulch shall be removed for beneficial uses, unless NCDENR approves storage of these materials at the site for a longer period. All other recyclable materials should be sent to a recycling facility prior to closure.
- Unprocessed wood wastes at a chip site, or other materials that cannot be diverted from disposal, must be removed and sent to an appropriate disposal site prior to closure.
- Prior to closure of the storage site, all remaining debris, equipment, and other materials must be removed and delivered to a proper disposal or recycling facility and the site should be restored to its original condition to the maximum extent possible.
- At close-out, final testing of soil, water, and air quality should be compared to original conditions.
 - Areas that were only used to stage vegetative debris, or ash from burning solely vegetative debris, will not require any environmental sampling after the debris or ash is removed unless there is reason to believe that the area may have become contaminated (e.g., significant visible staining or known contaminant releases in the area).
 - Areas that were used to stage mixed debris, or ash from burning mixed debris, will normally require environmental sampling after the debris or ash is removed unless there is reason to believe that no contamination occurred.
 - When environmental sampling for soils and groundwater is needed, it should typically include at least one soil sample and one groundwater monitoring well in areas showing significant visible staining or areas believed to be impacted by the staged waste or ash. Unless otherwise approved by NCDENR, these samples should normally be analyzed for total RCRA metals, volatile organic compounds and semi-volatile organic compounds using approved EPA methods. NCDENR may also require other approaches to conducting environmental sampling at management areas on a case-by-case basis.


The contractor will be responsible for closing the TDRS site and returning it to its pre-disaster condition. This shall include removing all debris from the site, cleaning up any contamination from debris management activities, and removing all equipment and temporary structures or site alterations.

The contractor will prepare and maintain before and after documentation to demonstrate that the TDRS site was properly closed. This documentation shall include, but is not limited to, photographs, soil sampling, and water sampling. The contractor will obtain written approval from the activating entity that the site is properly closed and has been returned to its pre-disaster condition.

Attachment 6

Temporary Debris Storage Sites

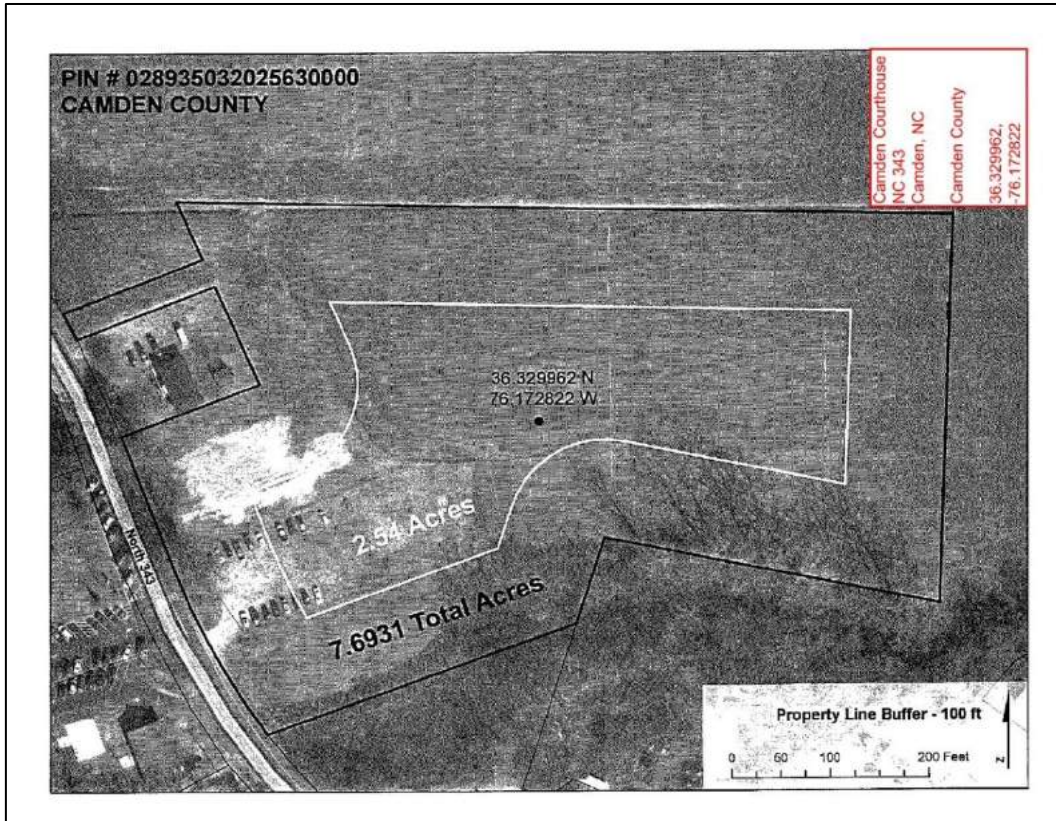
Camden County - Courthouse Site

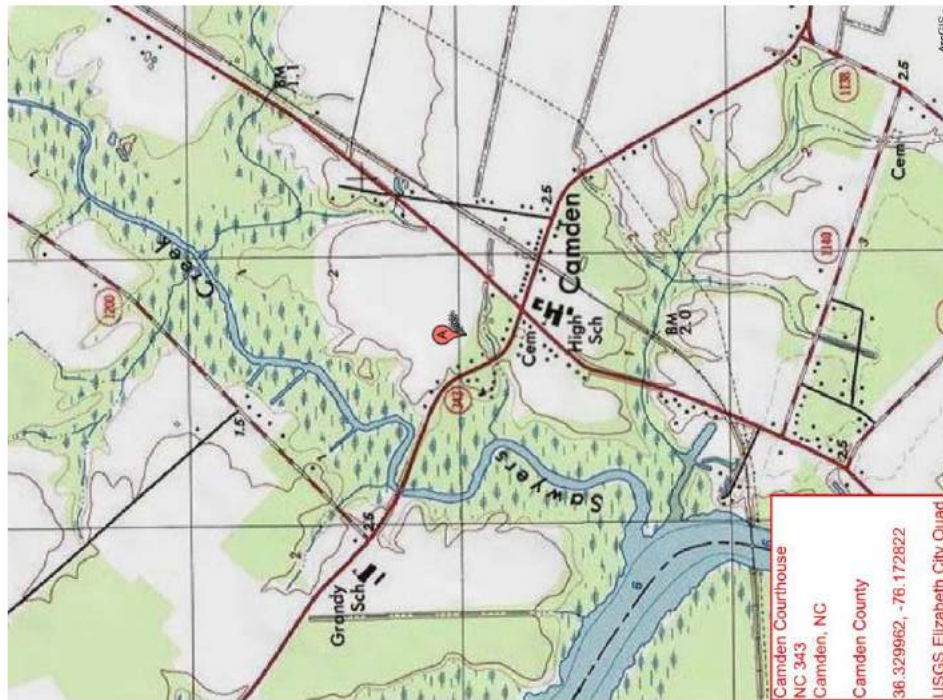
 <div> Division of Waste Management - Solid Waste Section Emergency Site Selection Evaluation Sheet Disaster Debris </div>	
Site Name:	Courthouse TDSS
Physical Address or Directions:	NC 158E TL, NC 343 in Camden on right across from Camden Co. Courthouse
City:	Camden (unincorporated)
Primary Contact:	Den Porter Co Planner
Additional Contact:	Mike Renshaw Manager
Approx. Size of Area to be used for Disaster Debris:	2.5 usable Acres
GPS Coordinates (decimal degrees):	36.329562 N 76.172822 W
Intended Use of Site:	<input type="checkbox"/> Staging/Storage for Removal <input checked="" type="checkbox"/> Staging/Storage for Chipping <input type="checkbox"/> Staging/Storage for Burning
Please provide a brief description of planned operations: Vegetative debris will be transported to the site for staging chipping and removal	
Type of Waste:	<input checked="" type="checkbox"/> Vegetative Debris <input type="checkbox"/> Demolition Debris
Comments:	
Buffers Required (the following must be clearly delineated with flagging, survey stakes, etc.): <input checked="" type="checkbox"/> 100 feet from property boundaries and on-site structures <input checked="" type="checkbox"/> 100 feet from residences, private wells (vegetative debris only), and septic tank systems <input checked="" type="checkbox"/> 100 feet from surface waters <input type="checkbox"/> 250 feet from potable wells (demolition debris) <input type="checkbox"/> 300 feet from grinding operations to residence and business properties, publicly owned roads or properties	
Please attach a site plan and/or aerial photograph showing the boundaries and location of the proposed site.	
Additional information can be found at http://www.wastencnc.org/sw/home/planning.asp	

Revised 09/09

DWM Use Only:	
Buffers have met DWM Requirements <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO	
Flood Plain or Flood Prone Areas No apparent issues	
Wetlands No apparent issues	
Erosion Control Site is grassed	
Access, Site Security Site is across from courthouse, entrances can be controlled	
Safety Issues - Power Lines, Traffic, etc. None apparent	
Coordination with the Division of Air Quality <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input checked="" type="checkbox"/> NA	
Buffers have met DAQ Requirements <input type="checkbox"/> YES / <input type="checkbox"/> NO	
Coordination with Land Quality Section <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input checked="" type="checkbox"/> NA	
Coordination with State Historic Preservation Office (SHPO)/Office of State Archaeology <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO	
Coordination with Natural Heritage Program (endangered species) <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO	
Dan Porter's Email: dporter@camdencountync.gov Mailing address Camden County General Comments: P. O. Box 190, 117 North NC 343, Camden, NC 27821	
Solid Waste Section Representative Ben Barnes ESS	Coordinates Verified <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO
	Date of Inspection Aug 27, 2012

Revised 08/08





North Carolina Department of Environment and Natural Resources
Office of Conservation, Planning, and Community Affairs

Beverly Eaves Perdue
Governor

Linda Peersal
Director

Dee Freeman
Secretary

September 5, 2012

MEMORANDUM

TO: Jessica Montie, Division of Waste Management, Solid Waste Section
FROM: Michael P. Schafale, Natural Heritage Program
SUBJECT: Disaster Debris Site: Camden County courthouse disaster debris site, NC 158 E

The Natural Heritage Program has no record of rare species, significant natural communities, significant natural heritage areas, or conservation/managed areas at the site nor within a mile of the project area. Although our maps do not show records of such natural heritage elements in the project area, it does not necessarily mean that they are not present. It may simply mean that the area has not been surveyed. The use of Natural Heritage Program data should not be substituted for actual field surveys, particularly if the project area contains suitable habitat for rare species, significant natural communities, or priority natural areas.

Please do not hesitate to contact me at 919-707-8627 if you have questions or need further information.

Mailing address: 1001 Mail Service Center, Raleigh, North Carolina 27699-1001
Location: 217 W. Jones Street, Raleigh NC 27604
Phone: 919-707-8600 Webpage: www.oneNCNaturally.org
An Equal Opportunity / Affirmative Action Employer



North Carolina Department of Cultural Resources
State Historic Preservation Office

Ramona M. Bartos, Administrator

Beverly Eaves Perdue, Governor
Linda A. Caldwell, Secretary
Jeffrey J. Carr, Deputy Secretary

Office of Archives and History
Division of Historical Resources
David Brock, Director

September 18, 2012

MEMORANDUM

TO: Jessica Montie
Division of Waste Management
Solid Waste Section
FROM: Ramona M. Bartos *RMB for Ramona M. Bartos*
SUBJECT: Emergency Disaster Debris Site, Courthouse TDDSS, NC 158 East, Camden, Camden County, BR 12-1557

Thank you for your email of September 6, 2012, concerning the above project.

We have conducted a review of the project and are aware of no historic resources which would be affected by the project. Therefore, we have no comment on the project as proposed.


The above comments are made pursuant to Section 106 of the National Historic Preservation Act and the Advisory Council on Historic Preservation's Regulations for Compliance with Section 106 codified at 36 CFR Part 800.

Thank you for your cooperation and consideration. If you have questions concerning the above comment, please contact Renee Gledhill-Haley, environmental review coordinator, at 919-807-6579. In all future communication concerning this project, please cite the above-referenced tracking number.

Camden County - Eco Park Site

DWM Use Only:	
Buffers have met DWM Requirements: <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO Flood Plain or Flood Prone Areas: No apparent issues Wetlands: No apparent issues Erosion Control: Site is grassed Access, Site Security: There appears to be only one entrance to the site from Hwy 17 Safety Issues - Power Lines, Traffic, etc.: None apparent Coordination with the Division of Air Quality: <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input checked="" type="checkbox"/> NA Buffers have met DAQ Requirements: <input type="checkbox"/> YES / <input type="checkbox"/> NO Coordination with Land Quality Section: <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input checked="" type="checkbox"/> NA Coordination with State Historic Preservation Office (SHPO)/Office of State Archaeology: <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO Coordination with Natural Heritage Program (endangered species): <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO	Coordinates Verified: <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO Date of Inspection: Aug 27, 2012
General Comments: P. O. Box 190, 117 North NC 343, Camden, NC 27921 Dan Porter's Email: address is dporter@camdencountync.gov Mailing address Camden County Solid Waste Section Representative: Ben Barnes ESS	

Revised 05/09



Division of Waste Management - Solid Waste Section
Emergency Site Selection Evaluation Sheet
Disaster Debris

Site Name: Camden Eco Park TDDSS Site Location: Hwy 17 N at Eco Park

Physical Address or Directions: 2440 N Hwy 17N on right past Visitors Center near State Line

City: Camden (unincorporated) County: Camden

Primary Contact: Dan Porter Co Planner Telephone #: 252 338 1919 X 283

Additional Contact: Mike Renshaw Manager Telephone #: 252 338 6383 X 102

Approx. Size of Area to be used for Disaster Debris: 2.5 usable Acres GPS Coordinates (decimal degrees): 36.523948 N 76.358547 W

Intended Use of Site: ☒ Staging/Storage for Removal ☒ Staging/Storage for Chipping ☐ Staging/Storage for Burning

Please provide a brief description of planned operations:
Vegetative debris and possibly C&D will be transported to the site for staging chipping and removal

Type of Waste: ☒ Vegetative Debris ☒ Demolition Debris

Comments:

Buffers Required (the following must be clearly delineated with flagging, survey stakes, etc.):
☒ 100 feet from property boundaries and on-site structures
☒ 100 feet from residences, private wells (vegetative debris only), and septic tank systems
☒ 100 feet from surface waters
☒ 250 feet from potable wells (demolition debris)
☒ 300 feet from grinding operations to residence and business properties, publicly owned roads or properties

Please attach a site plan and/or aerial photograph showing the boundaries and location of the proposed site.

Additional information can be found at <http://www.wasterotnc.org/sw/home/planning.asp>

Revised 05/09



<http://67.239.151.203/gomaps/map/Index.cfm?mainmapservice=gomaps&CFID=32460&CFTOKEN=44359736&initializemapservi...> 8/29/2012





North Carolina Department of Environment and Natural Resources
Office of Conservation, Planning, and Community Affairs

Beverly Evans Perkins
Governor

Linda Pearson
Director

Dee Freeman
Secretary

September 5, 2012

MEMORANDUM

TO: Jessica Montie, Division of Waste Management, Solid Waste Section
FROM: Michael P. Schafale, Natural Heritage Program
SUBJECT: Disaster Debris Site: Camden Eco Park disaster debris site, 2440 North Highway 17N

The Natural Heritage Program has no record of rare species, significant natural communities, significant natural heritage areas, or conservation/managed areas at the site. The site is immediately across the highway from Dismal Swamp State Park. Immediately to the north of the site is a portion of the significant natural heritage area known as the Green Sea. Though not in natural condition, this portion forms a connection between the Great Dismal Swamp and the forested wetlands farther east, and is likely to be an important wildlife movement corridor. If all operations are confined to the site indicated and to the highway, impacts to the significant resources in the vicinity are unlikely. However, the operators should be aware of the potential for wildlife to be displaced by natural disasters and the possibility of them passing through the site.

Although our maps do not show records of such natural heritage elements in the project area, it does not necessarily mean that they are not present. It may simply mean that the area has not been surveyed. The use of Natural Heritage Program data should not be substituted for actual field surveys, particularly if the project area contains suitable habitat for rare species, significant natural communities, or priority natural areas.

Please do not hesitate to contact me at 919-707-8627 if you have questions or need further information.

Mailing address: 1601 Mail Service Center, Raleigh, North Carolina 27699-1601
Location: 217 W. Jones Street, Raleigh NC 27604
Phone: 919-707-8600 Webpage: www.stateofnc.nature.org
An Equal Opportunity & Affirmative Action Employer



North Carolina Department of Cultural Resources
State Historic Preservation Office

Ramona M. Santos, Administrator

Office of Archives and History
Division of Historical Resources
David Beale, Director

Beverly Evans Perkins, Governor
Linda A. Caldwell, Secretary
Jeffrey J. Crow, Deputy Secretary

September 18, 2012

MEMORANDUM

TO: Jessica Montie
Division of Waste Management
Solid Waste Section
FROM: Ramona M. Santos *for Ramona M. Santos*
SUBJECT: Emergency Disaster Debris Site, Camden Eco Park TIDSS, 2440 North Highway 17N, Camden, Camden County, ER 12-1558


Thank you for your email of September 6, 2012, concerning the above project.

We have conducted a review of the project and are aware of no historic resources which would be affected by the project. Therefore, we have no comment on the project as proposed.

The above comments are made pursuant to Section 106 of the National Historic Preservation Act and the Advisory Council on Historic Preservation's Regulations for Compliance with Section 106 codified at 36 CFR Part 800.

Thank you for your cooperation and consideration. If you have questions concerning the above comment, please contact Renee Gledhill-Harley, environmental review coordinator, at 919-807-6579. In all future communication concerning this project, please cite the above-referenced tracking number.

Camden County - McPherson Site

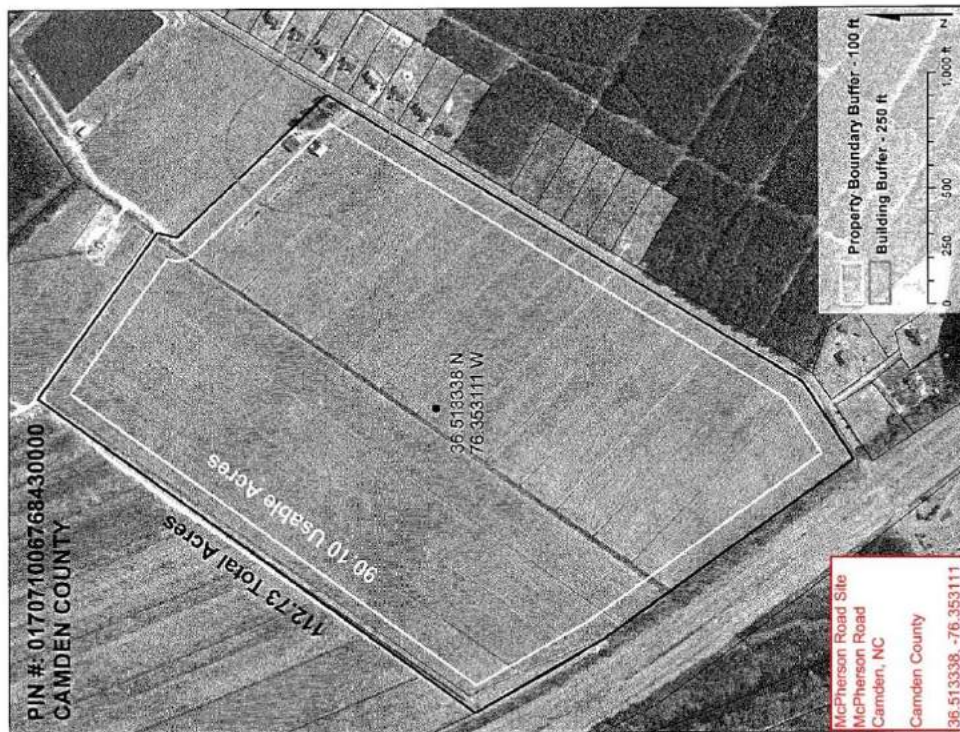
 <div> <div>Division of Waste Management - Solid Waste Section</div> <div>Emergency Site Selection Evaluation Sheet</div> <div>Disaster Debris</div> </div>	
Site Name: <u>McPherson Rd TODSS</u> Physical Address or Directions: <u>Hwy 17N TR at McPherson Rd across from Visitors Center on left just before curve</u> City: <u>Camden (unincorporated)</u> County: <u>Camden</u> Primary Contact: <u>Dan Porter Co Planner</u> Telephone #: <u>252 338 1919 X 263</u> Additional Contact: <u>Mike Renshaw Manager</u> Telephone #: <u>252 338 6363 X 102</u> Approx. Size of Area to be used for Disaster Debris: <u>90</u> Acres GPS Coordinates (decimal degrees): <u>36.513338</u> N <u>76.353111</u> W	Site Location: <u>Camden Co. Courthouse</u> No apparent issues No apparent issues Site is grassed Site will need to be secured prior to use None apparent Coordination with the Division of Air Quality: <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input checked="" type="checkbox"/> NA Buffers have met DAQ Requirements: <input type="checkbox"/> YES / <input type="checkbox"/> NO Coordination with Land Quality Section: <input type="checkbox"/> YES / <input type="checkbox"/> NO / <input checked="" type="checkbox"/> NA Coordination with State Historic Preservation Office (SHPO)/Office of State Archaeology: <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO Coordination with Natural Heritage Program (endangered species): <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO General Comments: <u>The site is cross crossed with ditches. These would need to be filled before debris could be staged. At the present time none of the site is being used as a spray field. Any areas to be used as a spray field cannot be used for staging storm debris. Coordination with DWQ will need to be done before these ditches are filled.</u> Solid Waste Section Representative: <u>Ben Barnes ESS</u> Date of Inspection: <u>Aug 27, 2012</u>
Intended Use of Site: <input type="checkbox"/> Staging/Storage for Removal <input checked="" type="checkbox"/> Staging/Storage for Chipping <input type="checkbox"/> Staging/Storage for Burning Please provide a brief description of planned operations: <u>Vegetative and possibly C&D debris will be transported to the site for staging chipping and removal</u>	
Type of Waste: <input checked="" type="checkbox"/> Vegetative Debris <input checked="" type="checkbox"/> Demolition Debris Dan Porter's Email: <u>address is dporter@camdencountync.gov</u> Mailing address: <u>Camden County P. O. Box 130, 117 North NC 343, Camden, NC 27921</u> Comments: Buffers Required (the following must be clearly delineated with flagging, survey stakes, etc.): <input checked="" type="checkbox"/> 100 feet from property boundaries and on-site structures <input checked="" type="checkbox"/> 100 feet from residences, private wells (vegetative debris only), and septic tank systems <input checked="" type="checkbox"/> 100 feet from surface waters <input checked="" type="checkbox"/> 250 feet from potable wells (demolition debris) <input checked="" type="checkbox"/> 300 feet from grinding operations to residence and business properties, publicly owned roads or properties Please attach a site plan and/or aerial photograph showing the boundaries and location of the proposed site. Additional information can be found at http://www.wastenotnc.org/whome/planning.asp	

Revised 05/09

Revised 03/09



<http://67.239.151.203/gomaps/map/Index.cfm?mainmapservice=gomaps&CFID=32460&CFTOKEN=44359736&initializemapservi...> 8/29/2012





North Carolina Department of Cultural Resources
State Historic Preservation Office

Brenda Evans-Peck, Governor
Linda A. Caldwell, Secretary
Jeffrey J. Carr, Deputy Secretary
Katherine M. Davis, Subsecretary
Office of Archives and History
Division of Natural Resources
Coral Reef, Division

September 18, 2012

MEMORANDUM

TO: Jessica Montie
Division of Waste Management
Solid Waste Section
FROM: Ramona M. Bates
SUBJECT: Emergency Disaster Debris Site, McPherson Road TDDSS, Highway 17 North, Camden, Camden County, ER 12-1555

Thank you for your email of September 6, 2012, concerning the above project.
We have conducted a review of the project and are aware of no historic resources which would be affected by the project. Therefore, we have no comment on the project as proposed.
The above comments are made pursuant to Section 106 of the National Historic Preservation Act and the Advisory Council on Historic Preservation's Regulations for Compliance with Section 106 codified at 36 CFR Part 800.
Thank you for your cooperation and consideration. If you have questions concerning the above comment, please contact Renee Gifford-Haley, environmental review coordinator, at 919-807-6579. In all future communication concerning this project, please cite the above-referenced tracking number.



North Carolina Department of Environment and Natural Resources
Office of Conservation, Planning, and Community Affairs

Reverly Easter Perdue, Governor
Linda Fernald, Director
Don Freeman, Secretary

September 4, 2012

MEMORANDUM

TO: Jessica Montie, Division of Waste Management, Solid Waste Section
FROM: Stephen Hall, Natural Heritage Program
SUBJECT: Disaster Debris Site: McPherson Road, Camden County
REFERENCE: CEWC McPherson Road TDDSS - Camden County

The Natural Heritage Program has no record of rare species at the site nor within a mile of the project area. The site is located just across Highway 17 from the Dismal Swamp State Park, but since the project will involve clipping operations only, we do not anticipate any impacts to that natural area.
Although our maps do not show records of such natural heritage elements in the project area, it does not necessarily mean that they are not present. It may simply mean that the area has not been surveyed. The use of Natural Heritage Program data should not be substituted for actual field surveys, particularly if the project area contains suitable habitat for rare species, significant natural communities, or priority natural areas.
Please do not hesitate to contact me at 919-707-8635 if you have questions or need further information.
Stephen Hall
Stephen Hall, Landscape Ecologist
North Carolina Natural Heritage Program
NCDENR Office of Conservation, Planning, & Community Affairs
1601 Mail Service Center
Raleigh, NC 27699-1601
Office: (919) 707-8603
stephen.hall@ncdenr.gov
www.ncnhp.org

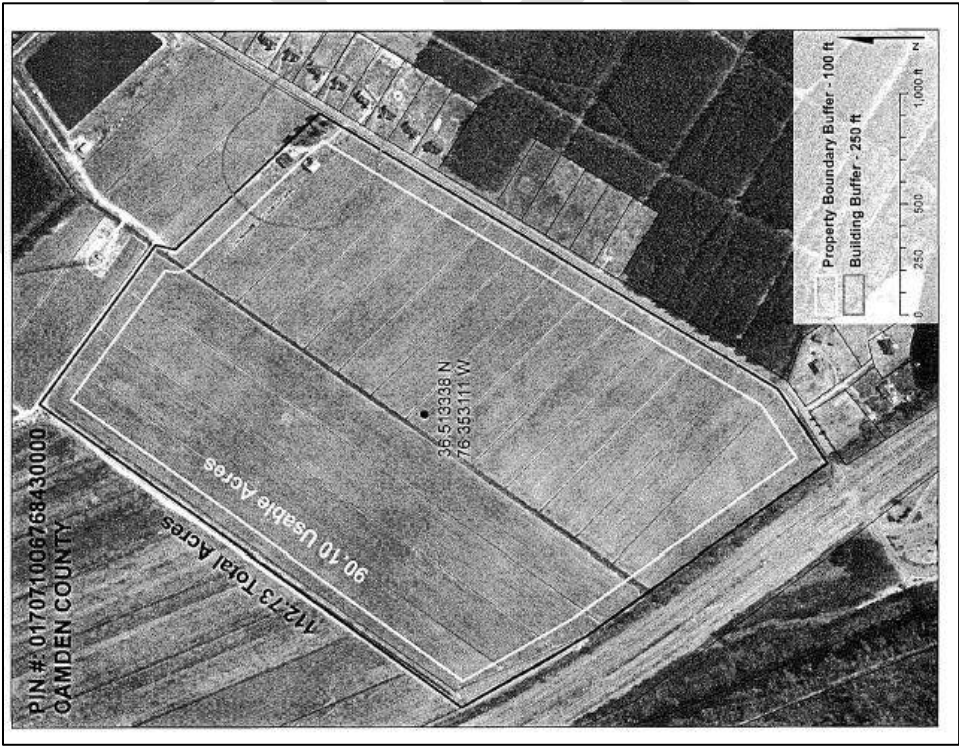
E-mail correspondence to and from this address may be subject to the North Carolina Public Records Law and may be disclosed to third parties.

Camden County - Noblitt Site



0 200 400 800 Feet
1 inch = 400 feet

Noblitt TDRS Site

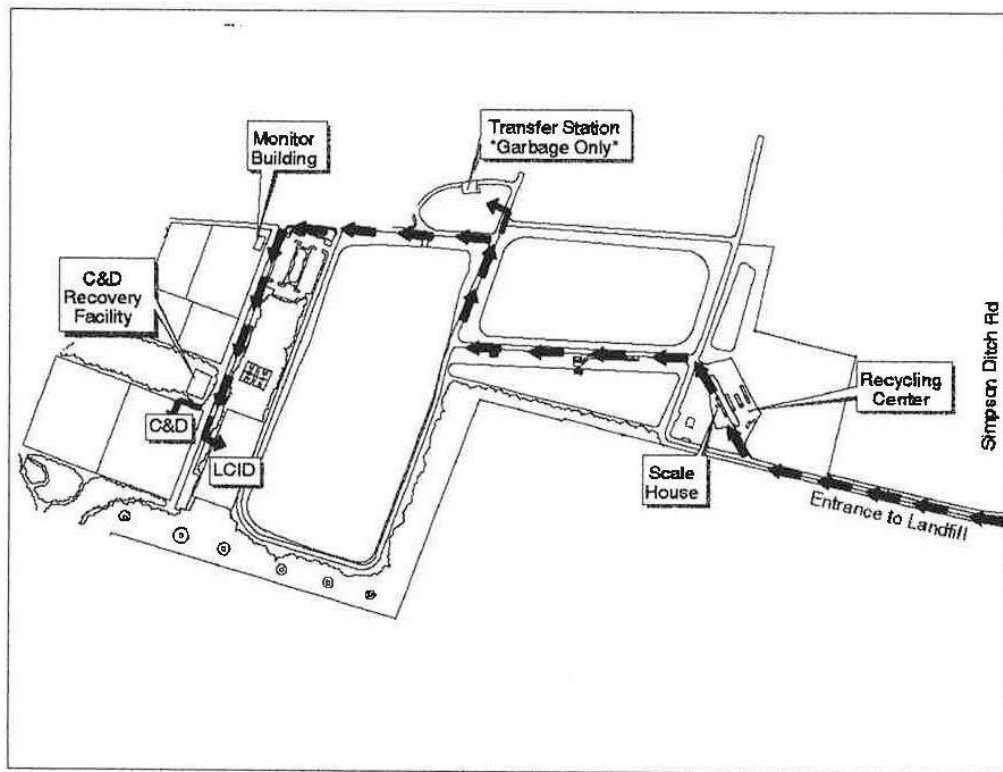


Pasquotank County (Elizabeth City) - Pasquotank Simpson Ditch Landfill

Pasquotank County operates a Construction & Demolition (C&D) Landfill, a Land Clearing and Inert Debris (LCID) Storage and Processing Area and a Trash Transfer Station. These facilities are located two miles from US 17 South at 983 Simpson Ditch Road, Elizabeth City. Additional areas for unloading storm debris have been approved for use on site in the event of a major emergency.

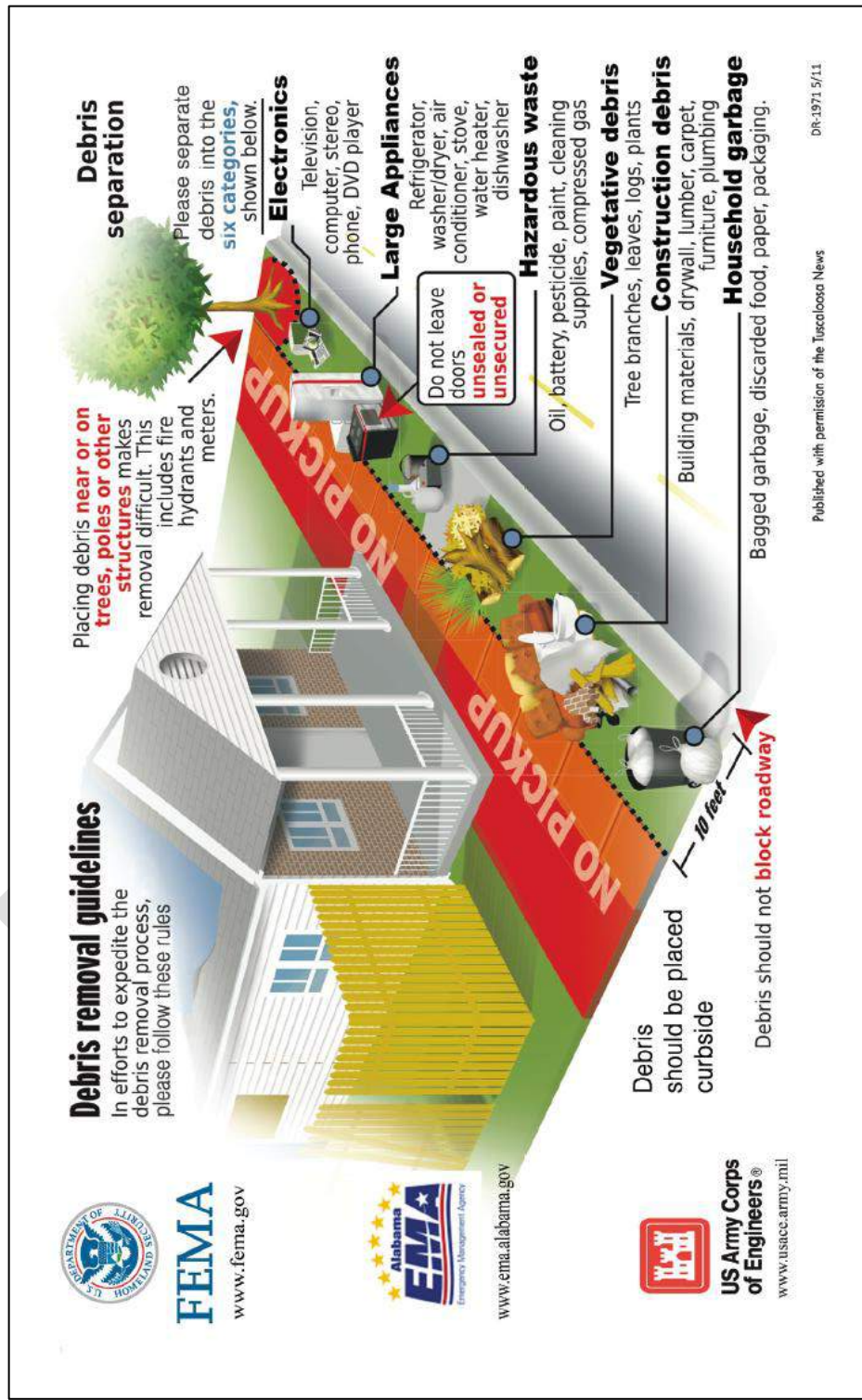
Every effort will be made to have all construction and demolition debris that is reusable recycled at the C&D recovery Building. Other materials such as glass, aluminum, plastic, steel, newspaper, office mix, and magazines will be collected in the usual manner at the recycling centers and through the commercial recycling program.

Map showing the LCID cell, C&D cell and the C&D recovery building at the Simpson Ditch Landfill.



Attachment 7

Debris Removal Guidelines



Attachment 8

Removal of Eligible Debris from Private Property

A discussion of eligibility for removal of debris from private property is contained in the Debris Management Guide, FEMA Publication 325; however, issues regarding such removal are common. In particular, problems may arise regarding the definitions of “public health and safety” and “economic recovery” related to debris on private property. Removal of debris from private property is primarily the responsibility of the individual property owner, aided by insurance settlements or volunteer organizations.

- ☐ Ensure that the term “economic recovery of the affected areas” is not being misapplied. Use of this criterion is normally restricted to the removal of disaster related debris from large commercial areas to expedite restoration of the economic viability of the affected community.
- ☐ Ensure that all applicants (Note: Applicants as applied here would be Pasquotank/Camden/Elizabeth City for Public Assistance through FEMA) are aware that only FEMA makes eligibility determinations regarding removal of debris from private property.
- ☐ Ensure that all applicants are aware of the limitation of debris removal from private property early in the disaster.
- ☐ If FEMA determines that debris is so widespread that removal from private property is appropriate, ensure that the eligible applicant understands the requirement to collect any insurance proceeds that covers the debris removal. These proceeds must be reported to FEMA, and that amount de-obligated from the appropriate Project Worksheet (PW of the PA application).
- ☐ Ensure that the determination that “a public health and safety issue exists” is not based on building codes. Generally, the determination would be based on ordinances related to condemnation. Additionally, most such ordinances require that the applicant place a lien on the property for recoupment of demolition and debris removal costs. If so, that amount should be treated similar to insurance proceeds, and de-obligated.
- ☐ Ensure that there is a clear understanding that a public health and safety hazard must exist for the removal of the debris to be eligible. Again, the final determination for the eligibility of debris removal from private property is a FEMA responsibility.
- ☐ Demolition of a structure is not always the most cost-effective health and safety alternative. For “attractive nuisances,” where structural integrity has not been compromised, cleaning and securing the facility may be the best alternative.
- ☐ Concrete slabs or foundation-on-grade do not present a health or safety hazard to the general public except in very unusual circumstance, such as erosion under a concrete slab on a hillside.

- ❑ Broken slabs, or slabs incapable of supporting a new structure, do not constitute a public health or safety hazard. They are more appropriately part of the reconstruction of the facility, and concrete slabs that are removed for reconstruction purposes are not eligible for removal as disaster-related debris, even when brought to the curbside.
- ❑ The cost of removing substantially damaged structures, as well as associated slabs, driveways, fencing, garages, sheds, and similar appurtenances, are eligible when the property is part of a Section 404 Hazard Mitigation buyout and relocation project. Review the Policy on Demolition of Private and Public Facilities, November 9, 1999.

DRAFT

Attachment 9

RIGHT OF ENTRY AGREEMENT

Private Property

I/We _____, the owner(s) of the property commonly identified as _____, _____, County of _____, State of _____, do hereby request aid in removing debris to prevent further damage to my/our property and therefore grant and give freely and without coercion, the right of access and entry to said property to _____ County, or the United States Government, its employees, agents, contractors, and subcontractors thereof, pursuant to all applicable laws for the purpose of removing and clearing any or all storm-generated debris of whatever nature from the above described property.

It is fully understood that this permit is not an obligation to perform debris clearance. The undersigned agrees and warrants to hold harmless, _____ County, State of _____ and the United States Government, their agencies, contractors, and subcontractors, for damage of any type, whatsoever, either to the above described property or persons situated thereon and hereby release, discharge and waive any action, either legal or equitable that might arise out of any activities on the above described property. The property owner(s) will mark any storm damaged sewer lines, water lines and other utility lines located on the described property.

I/We (have ___, have not ___), (will ___, will not ___) receive(d) any compensation for debris removal from any other source including Small Business Administration (SBA), National Resource Conservation Service (NRCS), private insurance, individual and family grant program or any other Public Assistance Program. I will report any insurance settlements made to me or my family for debris removal on this property that has been performed at government expense. I am fully aware that an individual who fraudulently or willfully misstates any fact in connections with this agreement shall be subject to a fine of not more than \$10,000 or imprisoned for not more than one year or both.

STRUCTURAL DEMOLITION/REMOVAL

I/We (do ___, do not ___) request demolition and/or removal of unsafe structures on the described property, and upon request, certify that I/we have dwelling and/or appurtenant structures located on the property that are storm damaged to the extent to be unsafe, uninhabitable and beyond reasonable repair.

If _____ County's debris removal program allows structural demolition and/or removal of unsafe structures by this request, I/we extend right of entry for such purpose. By this authorization I/we state all personal effects of value to me/us have been removed from the property. I/We understand that the County is not obligated to demolish or remove structures as part of the debris removal program, and that any structures that may be removed under the program are recognized to be unsafe. For the considerations and purposes set forth herein, I hereby set my hand this _____ day of _____, 20____.

Owner Signature: _____ Printed Name: _____

Address _____

Telephone _____

Witness (Signature/Printed Name): _____ Address: _____

Attachment 10

Load Ticket/Truck Certification

TRUCK CERTIFICATION				CAPACITY	VEHICLE I.D.
GENERAL INFORMATION					
Applicant:	Tractor #	Contractor:			
Tractor Make:	Tractor Year/Make:	Date:	Time:	A	
Driver Name:	License #:	State:	Expiration:	P	
Driver Phone:	Tag #:	State:	Expiration:		
Vehicle Type:	<input type="checkbox"/> Dump Truck	<input type="checkbox"/> Hydraulic Dump Trailer	<input type="checkbox"/> Non-hydraulic Dump Trailer		
	<input type="checkbox"/> Semi-Trailer	<input type="checkbox"/> Self-Loading Truck	<input type="checkbox"/> Other:		
Features:	<input type="checkbox"/> Sideboards	<input type="checkbox"/> Dog Box	<input type="checkbox"/> Curved/Angled Sides (Floor)		
	<input type="checkbox"/> Tail Gate Extension	<input type="checkbox"/> Wheel Wells	<input type="checkbox"/> Other:		
MEASUREMENT INFORMATION					
Primary Interior Dimensions:	L ₁	S W ₁	S H ₁	V ₁	Inches (whole number)
Circle +/- for Addition or +/- for deduction Type Code: A = Box Shape; B = Sideboards; C = Tail Gate Extension; D = Dog Box; E = Wheel Wells; F = Other Modifications to Overall Interior Dimensions Type Code: L ₁ S W ₂ S H ₂ V ₂ +/- Type Code: L ₂ S W ₃ S H ₃ V ₃ +/- Type Code: L ₃ S W ₄ S H ₄ V ₄ +/- Round Bottom Truck: [L x (D - 2) x L] +/- 2 [3 L x C - 2 L x S] +/- 2 V ₅ +/- V _{tot} = Primary Interior Cubic Inches +/- Modifications Cubic Inches CYD = V _{tot} / 46,656 (rounded to the nearest whole number)					
VEHICLE SKETCH					
Primary (Side View)		Primary (End View)			
Type Code2: (if applicable)	Type Code3: (if applicable)	Type Code4: (if applicable)	Type Code5: (if applicable)	Round Bottom: (if applicable)	
Measured by:		LD #	Calculated by:	LD #	Checked by:
Applicant Representative (print):		LD #	Contractor Representative (print):		LD #
Signature:		Signature:		Signature:	
White - Applicant		Yellow and Blue - Contractor		Gold - Job Copy	

Load Ticket		Ticket No. 0012345
Municipality (Applicant)		Prime Contractor
		Sub-Contractor
Truck No	Truck Information Capacity	
Truck Driver (print legibly)		
Loading Information		
Time	Date	Inspector/Monitor
Location (Address or Cross Streets)		
When Using GPS Coordinates use Decimal Degrees (N XX.XXXXX)		
N	W	
Debris Classification		Unloading Information
<input type="checkbox"/> Vegetation <input type="checkbox"/> C&D <input type="checkbox"/> White Goods <input type="checkbox"/> HHW <input type="checkbox"/> Other* See Below	Estimated % CYs, or Actual Weight	
Unloading		Inspector/Monitor
Time	Date	
DMS Name and Location		
*Other Debris Explanation		Original: Applicant
		Copy 1: _____
		Copy 2: _____
		Copy 3: _____

Attachment 11:

0 -72 hours Following the Event



**Pasquotank-Camden-Elizabeth City
Emergency Management Agency**

200 E. Colonial Avenue
Elizabeth City, NC 27909
252-335-4444 (office)
252-335-1777 (fax)

saundersc@co.pasquotank.nc.us
www.facebook.com/CamPasqEM

PRESS RELEASE

Contact: Christy C. Saunders
Phone: (252) 335-4444

FOR IMMEDIATE RELEASE
Date: _____

_____ **County, North Carolina**

_____ County is beginning its recovery process in the wake of **INSERT EVENT**. _____
County residents are asked to place any storm-generated debris on the public right-of-way.

The public right-of-way is the area of residential property that extends from the street to the sidewalk, ditch, utility pole, or easement. Keep vegetative debris (woody burnable debris such as limbs and shrubbery) separated from construction and demolition debris, as they will be collected separately. Bagged debris should not be placed on the public right-of-way; only loose debris will be collected. Any household hazardous waste, roof shingles or tires resulting from **INSERT EVENT**, may be eligible for removal and should be separated at the curb.

Do not place near water meter vault, fire hydrant or any other aboveground utility. Only debris placed on the public right-of-way will be eligible for collection until further notice.

If not all debris is picked up during the initial pass, please continue to push remaining debris to the right-of-way for collection on subsequent passes. (Household garbage collection will resume to its normal schedule on **INSERT DATE AND TIME** /Pasquotank County Landfill hours are **INSERT TIME**). Please check the _____ website **INSERT WEBSITE and/or** Emergency Management Facebook Page (www.facebook.com/CamPasqEM) for additional information and updates on the debris removal process.

####

72 hours – Final Pass



**Pasquotank-Camden-Elizabeth City
Emergency Management Agency**

200 E. Colonial Avenue
Elizabeth City, NC 27909
252-335-4444 (office)
252-335-1777 (fax)

saundersc@co.pasquotank.nc.us
www.facebook.com/CamPasqEM

PRESS RELEASE

Contact: Christy C. Saunders
Phone: (252) 335-4444

FOR IMMEDIATE RELEASE
Date: _____

_____ County, North Carolina

Final preparations are being made for the third and potentially final pass for debris removal in the wake of **INSERT EVENT**.

_____ County residents should have all storm-generated debris in front of their homes on the public right-of-way (the area of residential property that extends from the street to the sidewalk, ditch, utility pole, or easement) no later than **INSERT DATE** to be eligible for pick-up.

_____ County will not be able to guarantee that debris placed on the public right-of-way after the specified deadline will be removed.

Residents should continue to separate vegetative debris (woody burnable debris such as limbs and shrubbery) and construction and demolition debris. Do not place debris near water meter vault, fire hydrant or any other aboveground utility. Hazardous household chemicals such as paint cans and batteries may be deposited at the **INSERT LOCATION**.

Please check the _____ website **INSERT WEBSITE and/or** Emergency Management Facebook Page (www.facebook.com/CamPasqEM) for additional information and updates on the debris removal process.

###

Attachment 12

Debris Management Checklist

TASK	TASK ASSIGNED TO	DATE/TIME COMPLETED
Normal Operations		
All departments update contact lists.		
Debris Managers evaluates Temporary Debris Storage Reduction Site locations.		
Emergency Management reviews road list and road maps		
Emergency Management reviews FEMA guidance.		
Pre-Event Operations		
Emergency Management alerts key personnel.		
Ensure all vehicles and equipment is in good working condition and is filled with fuel. Have extra fuel supply on available or source that is easily accessible.		
Check landfill, convenience site and park areas for unsecured items. Move and secure items that can become missiles during a disaster.		
Emergency Management makes contact with debris removal and monitoring contractors (places on standby as needed)		
Emergency Management/Debris Managers review Debris Management Plan with key personnel via conference call or at the Emergency Operations Center.		
Debris Managers review pre-identified TDSR sites for capacity and permits.		
County/City Managers issue the Notice to Proceed.		
Debris Monitoring/Removal Contractors Staged		
Response Operations		
Emergency Operations Center coordinates with NCDOT/Debris Managers priority roads		
Emergency Management coordinates an initial damage assessment.		
Emergency Management/Debris Managers conducts meetings/briefings with key personnel.		
Emergency Management/Debris Managers reviews debris volume and collection cost assessment.		
Coordinate with the Debris Removal Contractors to prepare TDSR sites based on concentration of debris.		
Begin truck certification.		
Public Information Officer issue media press release regarding the initiation of debris removal operations.		
Post debris removal operations via social media, hotline, county/city cable TV channel. Etc.		
Conduct daily coordination meetings with contractors.		
Determine force account requirements and staffing needs (debris, Public Assistance, etc.) with Finance and individual county/city departments.		
Coordinate with debris removal contractors and DENR to open TDSR sites.		

Recovery Operations: 2 Days – 2 Weeks		
Debris Manager/Emergency Management coordinates with County/City Manager to prioritize roads/areas and disseminate that information to the debris removal and monitoring contractors.		
The Public Information Officer issues the second press release regarding segregation of debris.		
The Debris Managers coordinate with the debris removal and monitoring contractors to begin ROW debris removal.		
Emergency Management coordinates with FEMA and NCDENR to begin environmental monitoring program of TDSR site locations.		
Emergency Management coordinates with external agencies.		
Emergency Management initiates discussion with NCEM and FEMA.		
Obtain FEMA guidance for private property debris removal.		
Recovery Operations: 2 Weeks – 1 Month		
Debris Managers maintains and evaluates ROW cleanup.		
Debris Managers/Emergency Management coordinates with debris removal contractors to open additional TDSR sites as needed.		
Public Information Officer communicates project close-out to residents via press release. Also posted via social media, city/county Cable TV, etc.		
Meet with FEMA Public Assistance Officer		
Recovery Operations: 1 Month – 3 Months		
Debris Managers maintains and evaluates ROW cleanup – vegetative and C&D.		
Debris Managers coordinate with debris removal contractors to begin ROW leaners/hangers program.		
Debris Managers coordinate with debris removal contractors to initiate haul out.		
Meet with FEMA Public Assistance Officer		
Recovery Operations: 3 Months – Project Completion		
Complete all debris recovery activities.		
Coordinate with debris removal contractors to complete the disposal of reduced debris.		
Coordinate with debris removal contractors to close out and remediate TDSR sites.		
Conduct Project close out meetings with FEMA and external agencies.		

Attachment 13

Contact List

Pasquotank County Manager/PIO	Sparty Hammett	(O) 335-0865 (C) 340-2756
Camden County Manager/PIO	Ken Bowman	(O) 338-6363 x 102 (C) 339-4737
Elizabeth City Manager/PIO	Rich Olson	(O) 337-6864 (C) 339-6526
Pasquotank County Solid Waste Director	Brad Gardner	(O) 335-4105 (C) 339-1889
Camden County Planning Director	Dan Porter	(O) 338-1919 x 263 (C) 599-7930
Elizabeth City Public Works Director	Amanda Boone	(O) 337-6628 (C) 339-4491
Elizabeth City Public Works Asst. Director	Larnetta Brothers	(O) 337-6628 (C) 340-3296
Pasquotank-Camden-Elizabeth City Emergency Management Coordinator	Christy Saunders	(O) 335-4444 (C) 338-0935
Pasquotank-Camden-Elizabeth City Emergency Management Asst. Coordinator	Logan Nash	(O) 335-4444 (C) 339-0259
Pasquotank Finance Officer	Sheri Small	(O) 335-4580 (C) 340-9739
Camden Finance Officer	Sally Norfleet	(O) 338-6363 x 107 (C) 562-5388
Elizabeth City Finance Officer	Suzanne Tungate	(O) 337-6861 (C) 340-0078
NC DOT	Glenn Cooke Pasquotank-Darryl Wilkins Camden – Shelton James	394-5952 340-0695 340-9739
Elizabeth City/Pasquotank Parks & Recreation	Dexter Harris	(O) 335-1424 (C) 339-3710
Camden Parks & Recreation	Timothy White	(O) 338-1919 x 239 (C) 333-4786
Elizabeth City/Camden Fire Marshal	Chris Carver	(O) 338-3913 (C) 339-4110
Elizabeth City/Camden Asst. Fire Marshal	Timmy Chesson	(O) 338-3913 (C) 339-3065
Pasquotank Fire Marshal	Paul Kahl	(O) 338-1144 (C) 338-4917
Pasquotank Fire Coordinator	Robert Boyce	(O) 333-3222 (C) 340-5110
Pasquotank Sheriff Office	Sheriff Tommy Wooten	339-2101
Camden Sheriff Office	Sheriff Kevin Jones	340-3552
Elizabeth City Police Dept.	Chief Eddie Buffaloe	339-6585
Albemarle Regional Health Services (Environmental)	Ralph Hollowell	(O) 338-4410 (C) 340-9015
NC Dept. of Environmental Quality – Solid Waste Section	John College	919-268-1524

Attachment: 14

ACRONYMS AND DEFINITIONS

List of Acronyms

C&D Debris	Construction and Demolition Debris
CY	Cubic Yards
EPA	Environmental Protection Agency
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
FEMA	Federal Emergency Management Agency
HHW	Household Hazardous Waste
LCID	Land Clearing & Inert Debris
NCDENR	North Carolina Department of Environment and Natural Resources
NCDOT	North Carolina Department of Transportation
NCEM	North Carolina Emergency Management
NRCS	Natural Resource Conservation Service
OSHA	Occupational Safety & Health Administration
PPE	Personal Protective Equipment
PIO	Public Information Officer
PW	Project Worksheets
QA/QC	Quality Assurance/Quality Control
RCRA	Resource Conservation and Recovery Act
ROE	Right-of-Entry
ROW	Right-of-Way
SBA	Small Business Administration
TDSR Site	Temporary Debris Storage & Reduction Site
WMD	Weapons of Mass Destruction

Definitions (As related to Debris Management)

Burning – Reduction of woody debris by controlled burning. Woody debris can be reduced in volume by approximately 95% through burning. Air curtain burners are recommended because they can be operated in a manner to comply with clean-air standards.

Chipping or Grinding - Reducing wood related material by mechanical means into small pieces to be used as mulch or fuel. Woody debris can be reduced in volume by approximately 75%, based on data obtained during reduction operations.

Construction & Demolition Debris (C&D) - Any type of solid waste from construction, remodeling, repair or demolition of buildings, or other structures. Examples include, but are not limited to, insulation, plywood, particle board, treated and painted wood, shingles, wire, and sheet rock.

Critical Facilities – Facilities or assets that are essential for the delivery of critical services and crisis management and vital to the health and welfare of the population and that if partially or completely destroyed would severely hamper the ability to provide critical and essential services to community. (i.e. fire departments, law enforcement agencies, hospitals, EOC, EMS, etc.)

Debris - Scattered items and materials that were broken, destroyed, or displaced by a natural disaster. (i.e. trees, construction and demolition material, personal property).

Debris Clearance (“First Push”) - Clearing the major road arteries by pushing debris to the roadside to accommodate emergency traffic.

Debris Control Sectors - Areas or quadrants, determined by the local jurisdiction, to divide the local jurisdictions territory into manageable areas for debris forecasting, debris estimating, and debris removal.

Debris Monitoring - Actions taken in order to document eligible quantities and reasonable expenses during debris activities to ensure that the work complies with the contract scope-of-work and follows local, state and federal environmental guidelines.

Debris Monitors: Are used to in the coordination, oversight, and monitoring of all debris removal and disposal operations performed by private contractors. There are three types of Debris Monitors that are typically used:

- **Roving Monitors:** Their mission is to act as “eyes and ears” for the Debris Manager to ensure all contract requirements, including safety, are properly implemented and enforced.
- **Load Site Monitors:** Are assigned to each contractor’s load site and will initiate and sign load tickets as verification that the debris being picked up is eligible debris and following regulatory guidelines.
- **Disposal Monitors:** Will be located at either temporary debris staging and reduction sites or landfills for the purpose of verifying the quantity of material being hauled to the landfill by the contractor. They will also be responsible for closing out and signing each load ticket and turning it in each day to the Debris Manager/Designee.

Debris Removal - Picking up debris and taking it to a temporary storage site or permanent landfill.

Eligible Debris – Debris generated by a major disaster event, located within a designated disaster area, located on right-of-way or improved county/city property and/or legal responsibility of the county/city.

Emergency Operations Center – Central location from which local governments can provide interagency coordination and executive decision making in support of incident response and recovery operations. Pasquotank-Camden-Elizabeth City EOC is located in the Pasquotank Public Safety Building, 200 E. Colonial Avenue, Elizabeth City, NC.

Force Account Labor - In this context, State, tribal or local government employees engaged in debris removal activities within their own jurisdiction.

Hazardous Waste (Commercial) - Any waste or combination of wastes of a solid, liquid, contained gaseous or semisolid form which because of its quantity, concentration, or physical, chemical, or infectious characteristics may:

- Cause or significantly contribute to an increase in mortality or an increase in serious irreversible or incapacitating reversible illness;
- Pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported or disposed of, or otherwise managed.
- Also includes material and products from institutional, commercial, recreational, industrial and agricultural sources that contain certain chemicals with one or more of the following characteristics, as defined by the Environmental Protection Agency: 1) Toxic, 2) Flammable, 3) Corrosive; and/or 4) Reactive. Such wastes may include, but are not limited to, those that are persistent in nature, assimilated, or concentrated in tissue or which generate pressure through decomposition, heat, or other means. The term does not include solid or dissolved materials in domestic sewage or solid dissolved materials in irrigation return flows, or industrial discharges, which are point sources subject to state or federal permits.

Hold Harmless: A contractual arrangement whereby one party agrees to hold the other party without responsibility for damage or other liability incurred as a result of a particular action or transaction.

Household Hazardous Waste (HHW) - Used or leftover contents of consumer products that contain chemicals with one or more of the following characteristics, as defined by the Environmental Protection Agency: 1) Toxic, 2) Flammable, 3) Corrosive and/or 4) Reactive. Examples of household hazardous waste include small quantities of normal household cleaning and maintenance products, latex and oil based paint, cleaning solvents, gasoline, oils, swimming pool chemicals, pesticides, and propane gas cylinders.

Industrial Waste - Any liquid, gaseous, solid, or other waste substance, or a combination thereof resulting from any process of industry, manufacturing, trade, or business or from the development of any natural resources.

Inert Debris - Unpainted concrete, brick, concrete block, uncontaminated soil, rock, and gravel.

Load Ticket - A tool that is used in the debris monitoring process. This tool is typically a five part form and tracks the amount of debris hauled from curbside pickup to final disposal. The load tickets must be

signed by all locations and the drivers and turned into the Debris Manager or Designee to ensure proper payment.

Notice to Proceed – Written notification from the county/city to the contractor stating the date the contractor is to proceed with the work subject to the conditions of the contract. The performance time of the contract starts from the Notice to Proceed date.

Passes - The number of times a Contractor passes through a community to collect all disaster-related debris from the rights-of-way. Usually limited to three passes through the community.

Presidential Declaration - Under the Stafford Act (federal law), a community requesting federal assistance must prove they have been overwhelmed by events. All requests for a declaration shall be made by the governor of the affected state through their FEMA regional office. Damage assessment information regarding the extent of the disaster and its impact on individual and public facilities is included in the governor's request. Also included is information on the nature and amount of State and local resources that have been or will be committed to alleviating the results of the disaster, an estimate of the amount and severity of damage and the impact on the private and public sectors, and an estimate of the type and amount of assistance needed under the Stafford Act. Based on the Governor's request, the President may declare that a major disaster or emergency exists. The type of assistance specified in the governor's request and the needs identified during the damage assessment will determine which programs will be authorized. FEMA disaster assistance programs include: Individual Assistance, Public Assistance and Hazard Mitigation Assistance. All programs are not, necessarily, activated for every disaster.

Primary Roads – Interstates, NC and US Routes that are essential to the movement of intrastate and regional traffic.

Private road - Any non-public road for which a subdivision of the State is not legally responsible to maintain. Private roads include roads owned and maintained by homeowners associations, including gated communities, and roads for which no entity has claimed responsibility. Local police, fire, and emergency medical entities may use these roads to provide services to the community.

Public Assistance - The Public Assistance Program is a FEMA program activated following a Stafford Act Disaster Declaration that provides grants to state, local, and federally recognized tribal governments and certain private non-profit entities to assist them with the response to and recovery from disasters. Specifically, the program provides assistance for debris removal, emergency protective measures, and permanent restoration of infrastructure.

Public Information Officer – Public Information Officer (PIO) is responsible for preparing news releases pertaining to the debris cleanup operation.

Recycling - The recovery and reuse of wood, metals, soils, and construction materials that may have a residual monetary value. Examples of recyclable material are shown below: • Aluminum cans • Steel (tin) cans • Newspaper • Glass • Plastic • Cardboard • Office paper • Mixed paper.

Right-of-Entry – Right given to go onto another's real property without committing trespass.

Right-of-Way - The portions of land over which facilities, such as highways, railroads, or power lines are built. Includes land on both sides of the highway up to the private property line.

Secondary Roads – Roads that do not carry NC or US numbers and are outside the boundary of any incorporated municipality. This would include principal county routes that serve as the backbone of the rural transportation network within a county, county roads that moves traffic to the principal county routes and the primary highway system, subdivision streets and collector roads.

Temporary Debris Storage and Reduction Sites - A location where debris is temporarily staged until it is sorted, processed, and reduced in volume and/or taken to a final disposal location.

Vegetative Debris - Typically includes material similar to "Land Clearing Waste" or yard wastes. Stumps, trees, limbs, brush and other naturally occurring vegetation.

Volume Reduction Methods - Any of several processes used to reduce the volume of debris brought to a temporary debris storage and reduction site. It includes chipping and mulching of woody debris, shredding and/or baling of metals, air curtain burning, etc.

White Goods - Household appliances such as refrigerators, washers, dryers, and freezers.

Windshield Survey - (also known as "Rapid Assessment" - is conducted immediately after an event. This assessment focuses on immediate life-threatening situations. Rapid assessment provides the Emergency Manager with information to assess the size of the event and the extent of the damage, in addition to prioritizing facilities critical to government response and recovery activities. The Windshield Survey will be done by local personnel driving through all affected areas visually gathering data on the number of dwellings, businesses, public buildings and infrastructure that have been damaged or destroyed.

Attachment 15:

<COUNTY/CITY LETTERHEAD>

CERTIFICATE OF ADOPTION

COUNTY OF/CITY OF _____

BOARD OF COMMISSIONERS/CITY COUNCIL

A RESOLUTION ADOPTING the:

PASQUOTANK-CAMDEN-ELIZABETH CITY DISASTER DEBRIS MANAGEMENT PLAN

WHEREAS, the County of/City of _____ has reviewed the Pasquotank-Camden-Elizabeth City Disaster Debris Management Plan developed jointly by Pasquotank-Camden Emergency Management, Pasquotank Solid Waste Department, Camden County Planning Department and Elizabeth City Public Works Department; and

WHEREAS, the Pasquotank-Camden-Elizabeth City Disaster Debris Management Plan provides structure, guidance and standardized procedures for the clearance, removal and disposal of debris caused by a major debris-generating event and establishes methods to expedite debris removal and disposal efforts to provide for the recovery from potential impacts from multiple hazards in the County of/City of _____, and

WHEREAS, the County of/City of/ _____ authorizes responsible departments and/or agencies to execute their responsibilities demonstrated in the plan, and

NOW, THEREFORE BE IT RESOLVED that the County of/City of _____ Board of Commissioners/City Council, adopts the Pasquotank-Camden-Elizabeth City Disaster Debris Management Plan.

ADOPTED AND SIGNED this Date _____.

Name _____

Title _____

Signature _____