

# Washington County, North Carolina

## Solid Waste Management Plan Three-Year Update (2012-2022 Planning Period)



**DRAFT**

### Participating Jurisdictions:

Washington County  
Creswell  
Plymouth  
Roper

**November 2012**

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WASHINGTON COUNTY, NORTH CAROLINA

SOLID WASTE MANAGEMENT PLAN – THREE YEAR UPDATE

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## WASHINGTON COUNTY

### SOLID WASTE MANAGEMENT PLAN – THREE YEAR UPDATE

#### 1.0 INTRODUCTION

This update of Washington County's Solid Waste Management Plan was prepared in general accordance with the Division of Waste Management's Ten Year Solid Waste Management Plan guidance document and North Carolina General Statute (NCGS) 130A-309.09A. This statute directs local governments to assess local solid waste collection and disposal capacity, determine the adequacy of collection services and disposal capacity to meet local needs, and to develop a 10-year solid waste management plan that is updated at least every three years.

The Washington County Solid Waste Management Plan was originally adopted in 1997. Subsequent updates have occurred in 2003, 2009, and 2010. The Washington County solid waste geographical planning area includes the Washington County unincorporated areas as well as the municipalities of Creswell, Plymouth, and Roper. These communities have adopted the Washington County Solid Waste Management Plan by formal resolutions or actions undertaken by their collected elected boards, commissions, or representative officials. The Washington County Solid Waste Management Plan addresses residential solid waste as generated within the County. Waste reduction, recycling, or diversion services offered to agricultural, industrial, or commercial entities are not specifically addressed within this plan.

This update provides guidelines for the management of solid waste and its reduction for the next ten years (Planning Period of July 2012 through June 2022). The goals of the ten year plan have been and continue to be the following:

- Goal 1:** To provide everyone in the community with waste disposal capacity, waste collection services, and waste reduction and recycling opportunities.
- Goal 2:** To increase the efficiency and cost-effectiveness of the solid waste program.
- Goal 3:** To meet the established local waste reduction goals.
- Goal 4:** To decrease improper waste disposal.
- Goal 5:** To protect public health and the environment.

#### 2.0 ACCOMPLISHMENTS

Solid waste accomplishments that have occurred since the original plan adoption have included:

- Construction of a white goods and scrap metal handling area at the County landfill facility;
- Implementation of an electronics recycling program; and
- Permitting and construction (in-progress) of an expansion of the County's C&D landfill.

### 3.0 LOCAL CONTACTS

Washington County planning area solid waste management contacts are as follows:

<p><b>Washington County:</b> Lou Manring, Public Utilities Director 396 Millpond Road Roper, NC 27970 (252) 793-7545 <a href="mailto:lmanring@washconc.org">lmanring@washconc.org</a></p>	<p>Carl Critcher, Landfill Manager Washington County Landfill 718 Landfill Road Roper, NC 27970 (252) 793-5615 <a href="mailto:ccritcher@washconc.org">ccritcher@washconc.org</a></p>
<p><b>Plymouth:</b> Jeff Arnold, Interim Public Works Director 124 E. Water Street Plymouth, NC 27962 (252) 217-9963 <a href="mailto:publicworksdirector@visitplymouthnc.com">publicworksdirector@visitplymouthnc.com</a></p>	

### 4.0 PUBLIC PARTICIPATION

The Washington County planning area developed and approved the original ten year plan in 1997. This three year update was put together by County personnel with assistance from Smith Gardner, Inc. of Raleigh, North Carolina and then reviewed by County staff.

A public meeting was held on \_\_\_\_\_, 2012 at \_\_\_\_\_ at \_\_\_\_ p.m. Refer to **Appendix B** for a copy of the public meeting advertisement.

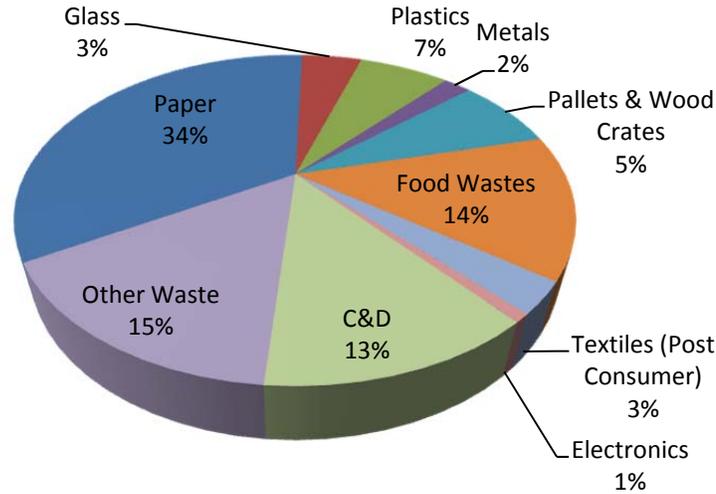
The three year update was subsequently approved by resolution of the County Commissioners on \_\_\_\_\_, 2012. Refer to **Appendix A** for a copy of the County resolution and resolutions from each of the municipalities within the Washington County planning area.

### 5.0 WASTE STREAM EVALUATION

Based on the County's Waste Disposal Report for FY 2010-11 (see **Appendix F**), the Washington County planning area disposed of approximately 10,300 tons of residential, commercial, institutional waste, construction and demolition debris (C&D) waste, and industrial waste in FY 2010-11. Residential, commercial, and institutional waste was primarily disposed of at the East Carolina Regional Landfill in Bertie County (NC Permit No. 08-03). C&D waste was disposed of at the Washington County C&D Landfill (NC Permit No. 94-04) and the C&D Landfill, Inc. (NC Permit No. 74-07).

The County does not have a study at this time of waste generated within the County. Therefore, the estimated percentages shown in **Figure 1** were taken from State provided analyses from FY 2007-08 (see **Appendix C**). The percentages are determined using the reported total disposal tonnage from FY 2007-08 (10,535 tons). From the percentages shown in **Figure 1**, the estimated tons disposed for FY 2010-11 are shown in **Table 1**.

**Figure 1: Estimated Washington County Waste Stream Characterization**



**Note:**

1. Source: North Carolina Division of Pollution Prevention and Environmental Assistance Quick Waste Stream Analysis, FY 2007-08.

**Table 1: Estimated Waste Characterization (FY 2010-11)**

Waste Type	% of Waste Stream <sup>1</sup>	Waste Volume (Tons)
Paper	33.8	3,565
Glass	4.5	478
Plastic	6.7	707
Metals	2.0	210
Pallets and Wood Crates	7.3	766
Food Wastes	14.0	1,477
Textiles (Post Consumer)	3.0	318
Electronics	0.8	86
Construction & Demolition Debris	12.5	1,312
Other	15.3	1,616
<b>Totals:</b>	<b>100</b>	<b>10,535</b>

**Note:**

1. Percentages are based on **Figure 1**.

## 6.0 WASTE REDUCTION GOAL

The Solid Waste Management Act of 1989 was amended in 1991 and established a statewide waste reduction goal of 40 percent diversion on a per capita basis from landfill disposal by 2001. This goal has yet to be achieved, and the per capita rates have fluctuated annually - sometimes above and sometimes below the baseline year's rate.

Washington County's per capita disposal rate for the base line year of 1991-1992 was calculated as 0.84. Since this period, the per capita rate has fluctuated greatly annually - sometimes above and sometimes

below the baseline year's rate. Washington County's population and per capita disposal rates are documented in **Table 2** below.

**Table 2: County Population and Per Capita Disposal Rates**

<b>Fiscal Year<sup>1</sup></b>	<b>Population</b>	<b>Tonnage Disposed</b>	<b>Per Capita Disposal Rate (tons/person)</b>	<b>% Change from Baseline</b>
1991-1992 (Baseline Year)	13,900	11,699	0.84	-----
2002-03	13,600	12,692	0.93	11%
2003-04	13,468	18,230	1.35	61%
2004-05	13,480	16,976	1.26	49%
2005-06	13,418	14,410	1.07	27%
2006-07	13,360	11,363	0.85	1%
2007-08	13,214	10,535	0.80	-5%
2008-09	13,172	9,342	0.71	-16%
2009-10	13,000	10,617	0.82	-3%
2010-11	13,224	10,301	0.78	-7%

Note:

1. Source: North Carolina Solid Waste and Materials Management Annual Reports.

Washington County and its municipalities understand the difficulties associated in achieving the State's recommended 40 percent waste reduction goal and have set a goal of a 20% reduction of the baseline year's per capita rate by the end of this planning period (June 2022). Utilizing population projections from the North Carolina Office of State Budget and Management, the target waste disposal tonnages based on each year's target per capita disposal rate are shown in **Table 3** below.

**Table 3: Waste and Population Projections**

<b>Fiscal Year</b>	<b>Population<sup>1</sup></b>	<b>Target Per Capita Disposal Rate (tons/person)</b>	<b>Target Disposal Tonnage</b>
2012-13	13,054	0.76	9,921
2013-14	13,000	0.75	9,750
2014-15	12,943	0.74	9,578
2015-16	12,889	0.73	9,409
2016-17	12,835	0.72	9,241
2017-18	12,779	0.71	9,073
2018-19	12,725	0.70	8,908
2019-20	12,668	0.69	8,741
2020-21	12,614	0.68	8,578
2021-22	12,560	0.67	8,415

Notes:

1. Source: North Carolina Office of State Budget and Management, October 16, 2012.

Since the original plan adoption, each community has made incremental improvements in their educational efforts, modified or improved service availability, and increased program awareness. However, due to recent budgetary constraints, expanding programs, services, or integrating new disposal options are cost prohibitive. Washington County will continue to seek grant funding and partnerships to enhance solid waste activities.

## **7.0 ASSESSMENT AND ACTIONS**

Each solid waste management method as required by North Carolina G.S. 130A-309.09A(b) is described below. Each section includes an assessment of the current program and a summary of the intended actions. **Appendix E** contains Planning Element Sheets for each of the following planning elements which present completed, incomplete, and new or revised actions from those presented in the prior ten year plan.

### **7.1 Reduction**

Current Programs: The Washington County planning area has no formal plan for source reduction at present.

Intended Actions: No new or revised actions are intended at this time.

### **7.2 Collection**

Current Program: Washington County has a contract with GDS for the curbside collection and disposal of residential solid waste and the collection of recyclables in the County. This contract expires June 30, 2014. The Towns of Roper and Creswell also participate under the County's contract with GDS. The Town of Plymouth also has a residential curbside collection program for waste and recyclables under contract with David's Trash Service. The Town of Plymouth also provides collection of white goods and yard waste by Town staff. Commercial, industrial, and institutional facilities in the County provide their own waste collection and hauling through contracting with private haulers.

Waste collected in Washington County is primarily taken to one of the following facilities:

- The East Carolina Regional Landfill in Bertie County, which is owned and operated by Republic Services, Inc. under State Permit No. 08-03.
- The Washington County Landfill in Roper, which is owned and operated by Washington County under State Permit No. 94-04.

Intended Actions: The County and municipalities will evaluate their collection contracts prior to the end of each contract term.

### **7.3 Recycling and Reuse**

#### **7.3.1 Recycling**

Current Program: Mixed residential generated recyclables that are collected at the curbside by GDS are transported to the East Carolina Vocational Center (ECVC) in

Greenville where they are sorted and transferred to the various commodities markets. Commercial, industrial, and institutional facilities handle their own recycling needs.

Intended Actions: No new or revised actions are intended at this time.

#### 7.3.2 Reuse

Current Program: The County has no active reuse program at this time. However, the County has from time to time been able to divert clean wood and inert debris (brick, concrete, etc.) from disposal in the County's C&D landfill and clean wood waste from the County's land clearing and inert debris (LCID) landfill has previously been ground and provided to the local Domtar plant for use as boiler fuel.

Intended Actions: No new or revised actions are intended at this time.

### 7.4 Composting and Mulching

#### 7.4.1 Composting

Current Program: The County has no plans for a formal composting program. However, residential composting has been encouraged by the County and the Cooperative Extension Service.

Intended Actions: No new or revised actions are intended at this time.

#### 7.4.2 Mulching

Current Program: Yard waste, limbs, brush, and pallets are accepted at the County Landfill and stockpiled until there is enough to call a contractor, who operates a mobile grinder. Grinding occurs typically twice per year and the resulting mulch has been used at the local paper mill (Domtar). The paper mill is anticipated to no longer have a need for this material due to conversion to use of natural gas. Thus, this material will be offered to residents free of charge and may also be used in various locations at the landfill facility.

Intended Actions: Yard waste, limbs, brush, and pallets will continue to be accepted at the County Landfill. The County's waste grinding program will continue. The County is exploring additional uses for their mulch.

### 7.5 Incineration

Current Program: Incineration with or without energy recovery is not a part of the County's current program.

Intended Actions: The County does not plan to use incineration with or without energy recovery.

### 7.6 Transfer Outside the Geographic Area

Current Program: Washington County renewed their contract with GDS through 2014 for the collection and disposal of solid waste from County residences. Waste collected at residences (or at commercial, industrial, and institutional facilities) is transported directly to the East Carolina

Regional Landfill in Bertie County (NC Permit No. 08-03) (or alternatively to another approved disposal facility).

Intended Actions: No new or revised actions are intended at this time.

## **7.7 Disposal**

Current Program: Washington County has an active C&D landfill (NC Permit 94-04) with an anticipated operation life of approximately 23 years at 1,500 tons/year disposed. The County also operates a land clearing and inert debris (LCID).

All municipal solid waste is transferred out of County for disposal (see **Section 7.6**).

Intended Actions: The County will assess the remaining airspace in the C&D landfill on an annual basis. In order to ensure continuation of service, construction of the next C&D landfill unit is currently planned for FY 2012-13.

## **7.8 Education With the Community and Through the Schools**

Current Program: The County has previously provided educational pamphlets to the public through direct delivery to residences by GDS. Additionally, representatives of GDS and the Cooperative Extension Service have spoken at local schools on waste reduction and recycling. These activities will continue to occur routinely.

Intended Actions: No new or revised actions are intended at this time.

## **7.9 Special Waste**

### **7.9.1 Tires**

Current Program: Tires are collected free of charge at the County landfill. A tire recycler (currently Central Carolina Tire) leaves one or more empty trailers at the landfill and collects them when full. Funds from the statewide tire tax supports the tire program.

Intended Actions: Tire collection and hauling will remain the same.

### **7.9.2 White Goods**

Current Program: White goods are collected and stored at the County landfill (white goods handling area) for periodic removal by a recycler (currently Quality Salvage). The recycler also provides removal of CFCs as required by law. Funds from the statewide white goods tax supports the white goods program.

Intended Actions: No new or revised actions are intended at this time.

### **7.9.3 Lead-Acid Batteries**

Current Program: Lead-acid batteries are not collected by the County. Residents can recycle batteries with a number of local auto parts dealers.

Intended Actions: The County has no immediate plans to collect batteries for recycling.

#### 7.9.4 Used Motor Oil

Current Program: Used motor oil is not collected by the County. However, residents can recycle used motor oil and filters with local auto parts dealers or garages.

Intended Actions: No new or revised actions are intended at this time.

#### 7.9.5 Household Hazardous Waste (HHW)

Current Program: There no plans for collection of household Hazardous waste (HHW) in the County at present.

Intended Actions: No new or revised actions are intended at this time. However, if funding should allow, the County and/or municipalities may elect to hold one or more events for collection of HHW.

#### 7.9.6 Pesticide Containers

Current Program: The Cooperative Extension Service periodically holds events for collection of agricultural pesticide containers. Funding for this collection has been provided through grants from the North Carolina Department of Agriculture Consumer Services Food and Drug Protection Division.

Intended Actions: No new or revised actions are intended at this time.

### **7.10 Illegal Disposal/Litter**

Current Program: The County has in place a solid waste management ordinance to discourage illegal disposal and littering (see **Appendix F**) and the County Animal Control Officer (Sheriff's Department) is also the designated Solid Waste Enforcement Officer. The Solid Waste Enforcement Officer investigates citizen complaints and patrols the County for illegal dump sites. Periodic volunteer activities (NC Big Sweep, etc.) assist with the control of litter in the County.

Intended Actions: No new or revised actions are intended at this time.

### **7.11 Purchasing Recycled Products**

Current Program: No mandatory recycled product purchasing program is in place at this time. However, the County does typically purchase paper with recycled content.

Intended Actions: No new or revised actions are intended at this time.

### **7.12 Disaster Response**

Current Program: Refer to **Section 9.0**.

Intended Actions: No new or revised actions are intended at this time.

### **7.13 Collection of Discarded Computer Equipment and Televisions**

Current Program: Washington County collects and temporarily stores recyclable electronics at the County landfill facility. Materials which are accepted for recycling include, but are not limited to, CRTs, TVs, hard drives, scanners, fax machines, copiers, and other miscellaneous electronic equipment. The County is under contract with an appropriately certified recycling contractor (the County is currently evaluating vendors) for the collection and processing of the electronics from the County.

Washington County and/or the municipalities may also elect to hold special events for the collection of discarded electronics.

Washington County provides information on electronics recycling at their landfill facility and through periodic local advertisements.

Washington County requires its electronics recycling contractor(s) to provide regular reports, by month and by event, detailing the type and number of units recycled as well as the type and tonnage of electronics materials collected.

Washington County provides for the temporary storage of collected recyclable electronics from all interested County municipalities at the County landfill facility. Municipalities are required to notify the County prior to delivery to the landfill facility. Municipalities are responsible for the collection and transport of recyclable electronics generated within their jurisdiction.

Washington County has set up a separate Electronics Management Account into which all funds received through distributions from the State's electronics management account are deposited. A detailed register of all expenditures paid from the account is maintained and all reporting to the State is completed and submitted as required by law.

Intended Actions: The County is currently evaluating vendors.

### **7.14 Management of Abandoned Manufactured Homes**

Current Program: The County has an ordinance that regulates abandoned manufactured homes (see **Appendix F**). The ordinance puts the responsibility for removal on the property owner.

Intended Actions: No new or revised actions are intended at this time.

## **8.0 SOLID WASTE MANAGEMENT COSTS AND FINANCING METHODS**

### **8.1 Costs**

Below are brief descriptions of the solid waste management costs for each of the programs operated in the County. A summary of these costs is provided as **Table 4**. The costs shown are derived from the full cost analysis worksheets prepared by each program as part of their FY 2011-12 Solid Waste and Materials Management Annual Report to the State.

### 8.1.1 Washington County

Washington County has 4,664 households that disposed of 3,460 tons of solid waste, recovered 185 tons of recyclable material, and mulched/composted 4,279 tons of material in FY 2011-12.

### 8.1.2 Creswell

The Town of Creswell participates under the County's program.

### 8.1.3 Plymouth

Plymouth has 1,546 households that disposed of an unreported quantity of solid waste, collected an unreported quantity of recyclables, and collected approximately 4,250 tons (12,870 CY) of yard waste in FY 2011-12.

### 8.1.4 Roper

The Town of Roper participates under the County's program.

## 8.2 Financing Methods

The County's financing methods for their solid waste program include:

- Tipping Fees paid at the C&D landfill;
- An annual household fee to all rural County residents and residents of the Towns of Creswell and Roper (for the collection and disposal of solid waste, recycling services, and availability of the County landfill facility);
- An annual household fee to Town of Plymouth residents for availability of the County landfill facility;
- Tire and white goods tax reimbursements;
- Sale of recyclables; and
- Miscellaneous grants.

The Town of Plymouth applies a fee for solid waste collection, recycling, and disposal to their citizens as well.

**Table 4: Solid Waste Management Costs**

Program Category	Program	
	Washington County	Plymouth
<b>Solid Waste Collection and Disposal</b>		
Program Cost	(Note 1)	\$173,863
Cost/Household	----	\$112.46
Cost/Ton	----	(Note 2)
<b>Reduction, Reuse, and Recycling</b>		
Program Cost	(Note 1)	\$17,380
Cost/Household	----	\$11.24
Cost/Ton	----	(Note 2)
<b>Mulching, Composting, and Other Programs</b>		
Program Cost	(Note 1)	\$121,970
Cost/Household	----	\$78.89
Cost/Ton	----	\$28.70
<b>Total Program Cost</b>	<b>\$976,550</b>	<b>\$313,213</b>
<b>Total Cost/Household</b>	<b>\$209.38</b>	<b>\$202.60</b>
<b>Total Cost/Ton</b>	<b>\$123.24</b>	<b>(Note 2)</b>

Notes:

1. Washington County's costs are combined for all services.
2. No tonnage information was provided by Plymouth for solid waste collection or recycling.

**9.0 EMERGENCY/DISASTER DEBRIS MANAGEMENT AND ANIMAL MORTALITY**

The County has an Emergency Operations Plan, which was most recently updated in 2004. As part of this plan (Restoration of Services), the handling of disaster debris is discussed. A copy of this portion of the County plan can be found in **Appendix F**. The Emergency Operations Plan also covers the response to declaration of bird flu. Bird flu response is to be coordinated through the Cooperative Extension Service with input from County health officials.

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**Appendix A**

**Resolutions of Participating Entities  
(To Be Provided in Final Version)**

**Washington County, North Carolina  
Solid Waste Management Plan  
Three-Year Update**

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## **Appendix B**

**Copy of Public Meeting Advertisement  
(To Be Provided in Final Version)**

**Washington County, North Carolina  
Solid Waste Management Plan  
Three-Year Update**

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## **Appendix C**

### **Waste Characterization Information**

**Washington County, North Carolina  
Solid Waste Management Plan  
Three-Year Update**

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### Quick Waste Stream Analysis

This analysis seeks to identify the presence of basic materials in a community's waste stream. The analysis uses waste stream factors from the North Carolina Market Assessment report and data from the 2007-08 Local Government Solid Waste Management Annual Reports. County reports include all municipal recycling tonnages (unless noted). "Local Tonnage" represents estimated generation from residential, institutional, and commercial sources. The whole waste stream is not represented here. "Current recovery" reflects LG recycling efforts only and is taken from the Local Government Solid Waste Management Annual Reports; no private sector recovery is included. "Total Recovery" does not include special wastes.

Quick Waste Stream Analysis For: <b>WASHINGTON COUNTY</b>				
<b>STATISTICS</b>		<b>Recovery (lbs/capita):</b>		<b>43.14</b>
<b>Community Population (7/1/07):</b>	<b>13,214</b>	<b>Ave. Municipal Recovery (lbs/capita):</b>		<b>109.10</b>
<b>Total FY 07-08 Recovery (tons):</b>	<b>285.00</b>	<b>Ave. County Recovery (lbs/capita)*:</b>		<b>112.88</b>
*(County recovery includes municipalities)				
<b>Material</b>	<b>Local Tonnage</b>	<b>Current Recovery</b>	<b>Tons Left In Waste Stream</b>	<b>Percent Recovered</b>
<b>Total Paper</b>	<b>3,564.78</b>	-	<b>3,564.78</b>	<b>0.0%</b>
Newsprint	483.62	-	483.62	0.0%
Corrugated Cardboard	1,460.34	-	1,460.34	0.0%
Magazines	94.61	-	94.61	0.0%
Office Paper	319.84	-	319.84	0.0%
Mixed Paper	1,161.71	-	1,161.71	0.0%
Other Paper	44.66	-	44.66	0.0%
<b>Total Glass</b>	<b>478.19</b>	-	<b>478.19</b>	<b>0.0%</b>
Clear	239.09	-	239.09	0.0%
Green	124.33	-	124.33	0.0%
Amber	114.77	-	114.77	0.0%
<b>Total Plastic</b>	<b>706.53</b>	-	<b>706.53</b>	<b>0.0%</b>
PETE	135.24	-	135.24	0.0%
HDPE	234.00	-	234.00	0.0%
Other Plastic	337.29	-	337.29	0.0%
<b>Total Metals</b>	<b>N/A</b>	<b>285.00</b>	<b>N/A</b>	<b>N/A</b>
Aluminum Cans	76.41	-	76.41	0.0%
Steel Cans	133.33	-	133.33	0.0%
White Goods	197.71	285.00	-87.29	144.1%
Other Metal	N/A	-	N/A	N/A
<b>Pallets and Wood Crates</b>	<b>766.35</b>	-	<b>766.35</b>	<b>0.0%</b>
<b>Food Wastes</b>	<b>1,477.13</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>Textiles (post consumer)</b>	<b>318.38</b>	-	<b>318.38</b>	<b>0.0%</b>
<b>Electronics</b>	<b>86.17</b>	-	<b>86.17</b>	<b>0.0%</b>
<b>Commingled Tonnage</b>	<b>N/A</b>	-	<b>N/A</b>	<b>N/A</b>
<b>Other Materials Collected</b>				
Construction Debris	1,213	-	N/A	0.00%
Other Wood	N/A	-	N/A	N/A
-	N/A	-	N/A	N/A
-	N/A	-	N/A	N/A
-	N/A	-	N/A	N/A
<b>Special Wastes</b>				
Used Oil (Gallons)	23,379.99	-	23,379.99	0.0%
Used Oil Filters (# Filters)	21,650.53	-	21,650.53	0.0%
Antifreeze (Gallons)	N/A	-	N/A	N/A
Lead Acid Batteries (# Batteries)	6,185	-	N/A	0.0%
HHW (tons)	N/A	-	N/A	N/A

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**Appendix D**

**Waste Reduction Goal Worksheet**

**Washington County, North Carolina  
Solid Waste Management Plan  
Three-Year Update**

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**WASTE REDUCTION GOAL SHEET**  
**NC LOCAL GOVERNMENT TEN YEAR SOLID WASTE MANAGEMENT PLAN**

Local Government Name: Washington County

Previously established waste reduction goal: 10% by FY 2011-12; 20% by FY 2018-19 %

After considering your government’s current and projected solid waste activities, resources, population, and economic growth have you reached your previously established goal?  Yes  No

Establish a new waste reduction goal: 20% (By End of FY 2021-22) %

**WASTE REDUCTION CALCULATION**

To provide 10 years of solid waste management planning, as per G.S. 130A-309.09A(b), waste reduction goals need to be updated. Use the following chart to determine the tonnage needed to be diverted from landfills in order to reach the new waste reduction goal.

<b>CALCULATION</b>	<b>FY 2021-22</b>
1. Baseline year per capita disposal rate (FY 1991-1992 unless alternate approved by Section)	0.84
2. Percent waste reduction goal	20%
3. Targeted per capita disposal rate (Subtract line 2 from 1.0 and multiply result by line 1)	0.67
4. Estimated population in the new waste reduction goal year (Available at Office of State Budget and Management website: <a href="#">Projected Annual County Population Totals 2020-2029</a> )	12,560
5. Projected tonnage for disposal at baseline disposal rate (Multiply line 1 by line 4)	10,550
6. Targeted annual tonnage for disposal (Multiply line 3 by line 4)	8,415
7. Targeted annual tonnage to reduce (Subtract line 6 from line 5)	2,135 (See Note 1)

**WASTE REDUCTION PLAN**

Given the targeted annual tonnage amount to be reduced, explain how you plan to reach the goal:

Note 1: Based on the most recent reported per capita disposal rate (0.78 for FY 2010-11), the targeted tonnage reduction would be 1,382 tons for FY 2021-22.

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## **Appendix E**

### **Planning Element Sheets**

**Washington County, North Carolina  
Solid Waste Management Plan  
Three-Year Update**

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**PLANNING ELEMENTS:**

*1.0 Reduction*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
No mandatory plan in place.					

**PLANNING ELEMENTS:**

*2.0 Collection*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
Residential collection programs to continue as is. Programs are evaluated annually.				Evaluate extension of existing contracts or other options for waste collection & disposal.	Prior to Contract Expiration

**PLANNING ELEMENTS:**

*3.0 Recycling and Reuse*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
County residential curbside recycling program to continue.	Current				
Some reusable materials (clean wood; rock; brick; etc.) are segregated at the landfill for reuse.	Current				

**PLANNING ELEMENTS:**

*4.0 Composting and Mulching*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
County to continue grinding wood waste at landfill facility. Ground material is used for fuel at local paper mill, provided to residents, and/or used at the landfill facility.	Current			County is exploring additional uses for their mulch.	FY 2012-13

**PLANNING ELEMENTS:**

*5.0 Incineration*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
Not Applicable					

**PLANNING ELEMENTS:**

*6.0 Transfer Outside the Geographic Area*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
MSW is transported directly to out of county landfill for disposal.	Current				

**PLANNING ELEMENTS:**

*7.0 Disposal*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
County C&D Landfill is operational.	Current				
Assess available landfill airspace and borrow needs annually.	Annual				

**PLANNING ELEMENTS:**

*8.0 Education With the Community and Through the Schools*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
GDS periodically provides educational fliers to residents regarding the Curbside Recycling Program.	Current				
GDS and Cooperative Extension Service personnel make periodic presentations to school teachers and students to discuss waste reduction and recycling.	Current				

**PLANNING ELEMENTS:**

*9.0 Special Waste*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
Continue tire and white goods collections at landfill facility.	Current				
Cooperative Extension Service handles periodic collection of agricultural pesticide containers.	Current				

**PLANNING ELEMENTS:**

*10.0 Illegal Disposal/Litter*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
Continue to respond to complaints and look for illegal dump sites. See Note 1 for contact information.					

Notes:

1. County contact for Illegal Disposal/Litter is the Animal Control Officer (also designated as the Solid Waste Enforcement Officer) who works for the Sheriff's Dept. (252-793-2422).

**PLANNING ELEMENTS:**

*11.0 Purchasing Recycled Products*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
No mandatory plan in place.					

**PLANNING ELEMENTS:**

*12.0 Disaster Response*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
County operates under existing Emergency Operations Plan. See Note 1 for contact information.	Current				

Notes:

1. Contact for Emergency Response is County Emergency Management (252-793-4114) during regular business hours or the Sheriff's Dept. (252-793-2422) after hours.

**PLANNING ELEMENTS:**

*13.0 Collection of Discarded Computer Equipment and Televisions*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
County began recycling program for electronic waste.	FY 2010-11			County is currently evaluating vendors.	FY 2012-13

**PLANNING ELEMENTS:**

*14.0 Management of Abandoned Manufactured Homes*

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW OR REVISED ACTIONS	
<u>KEY ACTIONS:</u>	<u>COMPLETION DATE:</u>	<u>KEY ACTIONS:</u>	<u>WHY NOT COMPLETE?</u>	<u>KEY ACTIONS:</u>	<u>DATE DUE:</u>
The County's current ordinance regulates abandoned manufactured homes.	Current				

## **Appendix F**

### **Supporting Information**

**Washington County, North Carolina  
Solid Waste Management Plan  
Three-Year Update**

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# County Waste Disposal Report

## Washington County

Fiscal Year: July 1, 2010 - June 30, 2011

Landfilled (Tons) in County's Name: 10,296.24

Population: 13,224.00

Calculated (Tons): 10,300.66

Calculated (Tons)/Person: 0.78

Facility Type	Facility Name	ID #	Permit #	Tons Received	Tons Transferred
CD LF	C & D Landfill Inc	P1193	7407-CDLF-2009	35.75	
CD LF	Washington County C&D Landfill	P0675	9404-CDLF-1996	750.40	
MSW LF	East Carolina Reg Landfill	P0492	0803-MSWLF-1993	9,510.09	
MSW Trans	EJE Recycling Transfer Station	P0992	7406T-TRANSFER-2001	4.42	4.42

### Calculations:

Solid waste landfilled in the county's name:	10,296.24
Solid waste sent outside the county to transfer station or recycling facility and subsequently landfilled:	4.42
Solid waste received in the county at transfer station or recycling facility and subsequently landfilled:	0.00
Solid waste sent to transfer station or recycling facility inside county and subsequently landfilled:	0.00

Calculated Amount of waste disposed by county = [MSW Landfills + CD Landfills] + [Waste Exported out of county to recycling facility or transfer station] - [Waste imported into county to a recycling facility or transfer station]

Equation:  $[10,296.24] + [4.42] - [0.00]$

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## WASHINGTON COUNTY SOLID WASTE ORDINANCE

BE IT ORDAINED by the Commissioners for the County of Washington as follows:

### PREAMBLE:

**Section 1.** This Ordinance shall be known as the Washington County Solid Waste Ordinance and is comprehensive in its inclusion of every element of solid waste collection, handling, disposal, and recycling; and also includes regulation of the various fees and license related thereto.

**Section 2.** This Ordinance is divided into Four (4) Articles as follows:

- ARTICLE I Storage, Collection, Transporting and Disposal of Solid Wastes in Washington County.
- ARTICLE II Solid Waste User Fees in Washington County.
- ARTICLE III White Goods - Collection, Recycling, Disposal and Fees related thereto.
- ARTICLE IV Scrap Tires- Collection, Recycling, Disposal and Fees related thereto.

### ARTICLE I: STORAGE, COLLECTION, TRANSPORTING AND DISPOSAL OF SOLID WASTES IN WASHINGTON COUNTY:

**SECTION 1.** The purpose of this Ordinance is to regulate the storage, collection, and disposal of solid waste in all its various regulated forms in Washington County and also to regulate the changes for those provisions and regulations. This Ordinance is adopted pursuant to the authority contained in N.C.G.S. 153A-121, 132.1, and -136.

**SECTION 2.** The following definitions apply in the interpretation and enforcement of this Ordinance:

- A. Board: Board of Commissioners of Washington County.
- B. Bulky Waste: Large items of solid waste such as household appliances, furniture, automobiles, large auto parts, trees, branches, stumps, and other oversize wastes whose large size precludes or complicates their handling by normal solid waste collection processing or disposal methods. Certain items dealt with in Article III of this Ordinance are governed by that Article where it conflicts with Article I, otherwise white goods are governed by Article I.
- C. Brown Goods: Items of various sizes, such as, but not limited to televisions, mattresses, furniture, *et cetera*.
- D. Collection: The act of removing solid waste from a point of generation, or collection, to a central storage point or to a disposal site, and from a central storage point to a disposal site.
- E. Commercial Solid Waste: Solid waste generated by stores, offices, restaurants, warehouses, and other non-manufacturing activities and businesses.
- F. Construction and Demolition Waste: Waste building materials, packaging and rubble resulting from construction, remodeling, repair, and demolition, operations on pavements, houses, commercial buildings, and other structures.
- G. Division of Health Services: Division of Health Services of the North Carolina Department of Human Resources.
- H. Garbage: All putrescent solid waste, including food waste and food containers, animal and vegetable matter, animal offal, carcasses, and recognizable industrial by-products, but excluding sewage and human waste.
- I. Hazardous Waste: Waste, or a combination of wastes, in a solid, liquid, contained gaseous, or semi-solid form that may cause or contribute to, an increase in mortality or an increase in serious irreversible, or incapacitating reversible illness, taking into account the toxicity of such waste, its persistence and degradability, its potential for accumulation or concentration in tissue, and other factors that may otherwise cause or contribute to adverse acute or chronic effects on the persons or other organisms.

J. Health Director: The Director of the Washington County Health Department, or his authorized representative.

K. Industrial Solid Waste: Solid waste generated by industrial processes and manufacturing.

L. Infectious Waste: (1) Equipment, instruments, utensils, and fomites of a disposable nature from the rooms of patients who are suspected to have or have been diagnosed as having a communicable disease and must therefore, be isolated as required by public health agencies; (2) Laboratory waste, such as pathological specimens (e.g., all tissues, specimens of blood elements, excreta, and secretions from patients or laboratory animals) and disposable fomites (any substance that may harbor or transmit pathogenic organisms) attendant thereto, (3) Surgical operating from pathologic specimens and disposable fomites attendant thereto, and similar disposable materials from outpatient areas and emergency rooms.

M. Institutional Solid Waste: Solid waste generated by educational, health care, correctional, and other institutional facilities.

N. Person: any individual, firm, partnership, corporation, association, governmental unit or agency, or other legal entity.

O. Radioactive Waste: Any waste that emits ionizing radiation spontaneously.

P. Refuse: Solid waste, excluding garbage and ashes, collected from residences, commercial establishments, and institutions.

Q. Solid Waste: Hazardous or non-hazardous garbage, refuse, sludge from a waste treatment plant, water supply treatment plant, or air pollution control facility and other discarded material, including solid, liquid, semi-solid, or contained gaseous material resulting from industrial, institutional, commercial, and agricultural operations, and from community activities.

The term does not include:

- (a) fowl and animal fecal waste;
- (b) solid or dissolved material in:

- (i) domestic sewage and sludge generated by the treatment thereof in sanitary sewage disposal systems which have a design capacity of more than 3,000 gallons or which discharge effluents to the surface waters.
  - (ii) irrigation return flows; and
  - (iii) waste water discharges and the sludge incidental thereto and generated by the treatment thereof which are point source subject to permits granted under Section 402 of the Clean Water Act, as amended (P.L. 92-500), and permits granted under G.S. 143-215.1 by the Environmental Management Commission;
- (c) oils or other liquid hydrocarbons controlled under Article 21A of Chapter 143, North Carolina general statutes;
- (d) any radioactive material as defined by the North Carolina Radiation Protection Act;
- (e) mining refuse covered by the North Carolina Mining Act, G.S. 74-46 through G.S. 74-68, and regulated by the North Carolina Mining Commission.
- R. Solid Waste Collector: Any person who collects, transports, or disposes of solid wastes for hire.
- S. Solid Waste Disposal Site: A location at which solid waste is disposed of by incineration, sanitary landfill, or other approved method.
- T. Commercial Solid Waste Receptacle: Large metal container used for the temporary storage of solid waste and capable of being automatically emptied into collection vehicles.
- U. Residential Solid Waste Receptacle: Plastic containers used for temporary storage of solid wastes and capable of being automatically emptied into Collector vehicle.

SECTION 3.

WHITE GOODS:

A. No owner, occupant, tenant, or lessee of any property may deposit, store, or permit to accumulate any solid waste upon his property that is not stored or disposed of in a manner prescribed by this Ordinance.

B. The owner, occupant, tenant, or lessee of any property may deposit, store, or permit to accumulate any solid waste upon his property that is stored or disposed of in a manner prescribed by this Ordinance.

C. Garbage shall be stored only in a container that is durable, rust resistant, non-absorbent, water tight, and easily cleaned with a close-fitting, fly-tight cover in place with adequate handles or balls to facilitate handling. Solid waste receptacles, as defined by this Ordinance, may also be used for storage, provided they meet the requirements of this subsection. The number of containers shall be adequate to store one week's accumulation of garbage. Each container shall be kept clean so that no odor or other nuisance condition exists.

D. Refuse shall be stored in a manner that will not provide harborage to rodents and vermin and will not create a fire hazard.

E. No owner, occupant, tenant, or lessee of a building or dwelling, may place or leave, or cause to be placed or left, outside the building or dwelling, any bulky waste for longer than 72 hours.

F. No owner, occupant, tenant, or lessee of any building or dwelling may leave outside the building or dwelling, in a place accessible to children, any abandoned or unattended icebox, refrigerator or other receptacle that has an airtight door without first removing the door.

G. Solid waste shall be disposed of only in one of the following ways:

1. In a sanitary landfill approved by the Division of Health Services;
2. In an incinerator that has all required local, state, and federal air pollution control permits;

3. A householder may only dispose of solid wastes generated in his residence on his property in a manner approved by the Division of Health Services, Solid Waste Division.
  4. By any other method, including reclamation and recycling processes, that has been approved by the Division of Health services.
- H. In addition to the methods listed in Section 3, (G) above, refuse shall be disposed of in solid waste receptacles provided by the County.
- I. Construction and demolition wastes may be disposed of at disposal sites approved by the Division of Health Services.
- J. Infectious, hazardous, and radioactive waste shall be disposed of according to written procedures approved by the Division of Health Services.
- K. Any person collecting and transporting solid waste generated on his property for disposal at an approved disposal site shall comply with Section 6, Subpart F (1 & 2) of this Ordinance concerning vehicles and containers.

SECTION 4.

- A. The Sanitary Landfill of Washington County may be used for the disposal of solid waste by any person who is a resident of Washington county or town residents when town has agreement with county during regular hours of operation of the landfill. Solid wastes shall be disposed of at the landfill in a manner and according to procedures required by the landfill technician or his assistant.
- B. The following wastes may not be disposed of in the landfill:
1. Radioactive wastes;
  2. Tires, unless they have been shredded or as otherwise dealt with in Article IV of this Ordinance;
  3. Infectious wastes;
  4. Wet sludge;
  5. Septage;

6. Garbage

The hours of operation of the Washington County Landfill will be 8:30 a.m. to 4:30 p.m., Monday thru Wednesday and Friday and 8:00 a.m. to 1:00 p.m. on Saturday. The Landfill will be closed on all days when other County facilities are closed, unless otherwise published in the Roanoke Beacon.

SECTION 5. PART I

COMMERCIAL:

A. Solid waste receptacles are maintained at numerous sites throughout the County by individual businesses. Occupants of residential dwellings are not permitted to deposit their residential solid waste in these receptacles. The receptacles located at businesses are for the business' use only. These receptacles located at businesses are provided by as follows:

1. Businesses with receptacles in use as of the date of this Ordinance, must replace or repair those receptacles at their own expense.
2. New Businesses beginning operation in Washington County that require a container will obtain a container as approved by the county and will be required to replace or repair its own receptacle or receptacles as needed.
3. Each business must secure a County permitted Solid Waste Collection Contractor for the servicing of these receptacles for the landfilling of the solid waste they contain. A business may, however, dispose of its own solid waste in compliance with this Ordinance.
4. A business will not be deemed to be in need of its own solid waste receptacle unless it generates a minimum of three (3) cubic yards of solid waste per week.

B. All solid waste shall be deposited inside the solid waste receptacle.

C. Residential waste may not be placed in receptacles located in businesses.

D. The following waste may not be deposited in solid waste receptacles:

1. Hazardous wastes;
2. Liquid waste;
3. Infectious waste;
4. Radioactive waste;
5. Bulky waste;
6. Tires;
7. Appliances or white goods;
8. Construction and demolition wastes;
9. Burning or smoldering materials, or any other materials that would create a fire hazard.
10. No animal carcasses, animal waste, industrial waste, agricultural waste, or like substances are to be placed in the receptacles.

E. No person may remove any item from a solid waste receptacle, climb onto or into a receptacle, or damage any receptacle.

F. Violation of these rules may result in the removal of the container at the site where the rules have been violated or fines imposed.

#### SECTION 5. PART II

#### RESIDENTIAL

A. Solid waste receptacles are maintained at each residence and business (according to Section 5, A, 4) throughout the county by the resident or business. These receptacles located at residences and businesses are provided as follows:

1. Residents or businesses must replace receptacle(s) at their own expense if County finds that damage was caused due to the negligence or misuse by resident or business.

2. Residents or businesses shall maintain receptacle at all times in good repair, and in a neat and sanitary condition.

3. Solid waste shall be stored in a receptacle until collected for disposal. Excess garbage which cannot be placed in the receptacle must be bagged and on collection day placed beside or on top of the rollout receptacle at road side. Receptacles shall be placed at the road side no earlier than dusk on the evening prior to scheduled collection and no later than 7:30 a.m. on collection days. Receptacles shall be returned to the back yard after collection but not later than the end of the collection day.

Failure to abide by this policy will result in the following penalty:

Residents or businesses who leave their receptacles at the road side in violation of this policy shall receive a courtesy card warning for the first violation and a warning sticker for the second violation. Third and future violations of failure to return the cart to its proper location will result in imposition of a penalty fee in an amount set annually by the Board of Commissioners in the Budget Ordinance. Fines must be paid within ten (10) working days of the citation. Non-payment of said fine may result in court actions.

#### SECTION 6.

A. No person shall engage in business as a solid waste collector except under a permit issued by the Board pursuant to this Ordinance. No permit shall be granted to any applicant who seeks to duplicate a service already provided by the County.

B. Applications for permit to engage in the business of solid waste collector shall be filed with the County Inspections Office on forms approved by the County Manager. The applicant shall furnish the following information:

1. Name and address of the applicant and whether a sole proprietorship, corporation, or partnership, with disclosure of the ownership interest;
2. A list of the equipment possessed, available, or to be obtained by the applicant;

3. Number of employees the applicant expects to use in the business;
  4. Experience of the applicant in solid waste collection;
  5. Planned routes and areas of the county the applicant expects to serve.
  6. Schedule of fees the applicant plans to charge.
- C. Before issuing a permit pursuant to this Section, the Board may cause to be inspected, all facilities and equipment the applicant plans to use in the solid waste collection business.
- D. 1. The County shall issue the applicant a permit only when he/she finds that the applicant's facilities, equipment, and proposed operating methods are in compliance with this Ordinance, and applicable regulations of the Commission for Health Services; and, that the applicant will perform solid waste collection in an efficient and sanitary manner. A condition of the permit shall be that the permit shall serve every person who contracts with him for solid waste collection in such a manner that the permittee does not cause the person to be in violation of this Ordinance.
2. If the County Manager denies any applicant a permit, the applicant may request a hearing before the County Manager. The County Manager shall keep a summary of the minutes of the hearing and at least one week after the hearing, shall give the applicant written notice of his decision, either granting the permit or affirming his denial of the permit. The applicant may appeal the County Manager's decision to the Board of Commissioners by giving written notice of appeal to the County Clerk to the Board within ten days of receipt of the County Manager's decision following the hearing. After a hearing on the appeal, the Board shall either affirm the denial or direct the County Manager to issue the permit.
3. A permit shall be valid for a period of one year from the date of issuance.
- E. A Permittee shall submit a quarterly report to the County Manager containing the following information:
1. Number of customers added or deleted;
  2. Changes in routes;

3. New and replacement equipment;
  4. Any other information requested by the County Manager and pertinent to the solid waste collection business.
- F.
1. Vehicles and containers used for the collection and transportation of solid waste shall be covered, leak proof, durable, and easily cleanable. They shall be cleaned as often as necessary to prevent a nuisance and insect breeding and shall be maintained in good repair. Vehicles shall display in letters at least three inches high, the name and address of the permittee and the cubic yardage of the vehicle.
  2. Vehicles and containers used for the collection and transportation of solid waste shall be loaded and moved in such a manner that the contents will not fall, leak, or spill and shall be covered to prevent the blowing or material. If spillage or leakage should occur, the material shall be recovered immediately by the permittee and returned to the vehicle or container and the area properly cleaned.
- G. When the County Manager finds that a permittee has violated this Ordinance or the conditions of his license, he shall give the permittee written notice of the violation and inform him that if another violation occurs within thirty days or in the case of a continuing violation, if it is not corrected within ten days, the permit will be revoked. If another violation occurs with the thirty day period, or if the continuing violation is not corrected within ten days, the County Manager shall give the permittee written notice that his permit is revoked. Upon receipt of the notice of revocation, the permittee shall stop collecting, transporting, or disposing of solid wastes. The County Manager may reinstate a revoked permit after the revocation has been in effect for thirty days, if he finds that the conditions causing the violation have been corrected. A permittee whose permit has been revoked may appeal to the County Clerk to the Board. After a hearing on this appeal, the Board shall either affirm the revocation or direct the County Manager to reinstate the permit.

SECTION 7. Penalties.

Pursuant to Article VI of Chapter 153A of the General Statutes of North Carolina, the Washington county Commissioners hereby set out the following penalties for violations of any Section of this Ordinance:

1. Any person found to be in violation of this Ordinance shall be guilty of a misdemeanor and shall be punished by a fine set forth in the annual Budget Ordinance not exceeding fifty dollars (\$50.00) or imprisoned, not to exceed thirty (30) days or both, for each offense;
2. For each day or portion thereof, the matter illegally discarded is left at an illegal location, a separate offense shall be constituted;
3. Any person found to be in violation of this Ordinance, in lieu of criminal penalties, but in the discretion of the County, said discretion granted by G.S. 153A-123 (f), civil penalties shall be levied in the amount of up to fifty (\$50) per violation;
4. This Ordinance may also be enforced by an injunction or order of abatement issued by the appropriate division of the General Court of Justice;
5. The Washington County Manager or his designated deputy in the event of his absence, shall be the responsible county official authorized to make the determination whether to seek penalties, or to further determine which type of penalties and/or remedies are to be sought.
6. The County Manager and/or his designated deputy shall be the county official/s designated herein to issue a civil citation when civil penalties are sought and receive payment of all such penalties for later transfer to the County's fund for uses designated by the Board of Commissioners, but limited to Solid Waste purposes.
7. The Washington County Animal Control Officer after May 1, 2000 shall hereafter be designated Solid Waste Enforcement Officer as well as Animal Control Officer.

8. Any and all fines levied by issuance of citation authorized by this Ordinance shall be for no more than \$50.00 each, for each and every violation cited.

9. All fines levied by citation shall be payable at the Washington County Water Department or Washington County Inspections Department, Washington County Courthouse, Plymouth, NC 27962.

10. Any levied fine, not collected within ten (10) days will result in any and all further action as allowed by law.

11. Payment of fines as levied shall stop the County from any and all further sanctions under this Ordinance against the violator cited for the violations cited.

ARTICLE II. REGULATION OF THE ASSESSMENT AND COLLECTION OF SOLID WASTE USER FEES WITHIN WASHINGTON COUNTY.

BE IT ORDAINED by the Board of Commissioners of Washington County:

SECTION I. Recovery of Costs - the costs of collecting and disposing of solid waste in Washington County shall be recovered from those who use the services and facilities:

1.1. For disposal of household solid waste, there shall be an annual fee charged to all County residents outside of town. This fee will include charges for:

(a) collection system fee,

(b) a landfill operation fee, and

(c) availability fee, which shall be set by the Board of Commissioners and accounted separately, but which may be billed as a unified *Solid Waste User Fee*, annually.

Within towns who conduct their own household garbage collection system, there will be a charge to those towns only for landfill operation and other fees as determined by agreement or contract between County and Towns. That fee will be charged directly to the respective town, not to municipal residents.

1.2. There will be tipping fee charged to anyone using the landfill, except those businesses or residents disposing of tires and white goods as provided in this Ordinance as set forth in the Annual Budget Ordinance.

1.3. The amount of

(a) collection system fees,

(b) landfill operation fees, and

(c) tipping fees, will be established and adjusted as necessary by the Washington County Board of Commissioners, will appear in the official minutes of the Board meeting at which the charges were adopted, and will also appear on the Annual Budget Ordinance, as updated. The fee schedule will be reviewed for amendment periodically, and any amendments will be shown in the minutes and on the Annual Budget Ordinance.

1.4. The revenue derived from the collection system fees will be set so as to recover the costs of waste collection in Washington County. Those revenues derived from landfill operation fees and tipping fees will be collected for and used exclusively for landfill operation.

1.5. The collection system fees and landfill operation fees shall be billed annually on the ad valorem tax notices sent to Washington County residents, and denominated as a unified Solid Waste User Fee. The tipping fee amount will be determined annually. Invoices shall be sent monthly by the County to the tipping fee accounts or billed immediately on the site if the site operator determines that necessary to municipalities, commercial accounts, and or residents not paying annual user fees to the County.

1.6 New residential dwellings or businesses shall be charged the fee for a new receptacle at the time of the issuance of a building permit for the fee amount set annually by the Washington County Board of Commissioners.

**SECTION 2.** The collection system fee and landfill operation fee will be billed by the Washington county Tax Department on:

2.1. All houses, mobile homes and business enterprises with utilities within Washington County, except for those residences within incorporated areas which have solid waste collection services. Those residences within municipalities which do municipal collection will not be billed individually.

Instead, the municipality will itself be billed according to the fee schedule as adopted by the Commissioners for landfill operation fees only.

2.2. Non-household users, not serviced by a commercial contractor or a County or municipal collector, will be billed monthly by the Washington County Finance Office.

2.3. All users other than those provided for in 2.1 above shall be billed monthly by a mailing from the Washington County Utilities Office, in accordance with 1.5 above (or billed on site by personnel).

**SECTION 3.**

3.1. Certain categories of exemptions from solid waste user fees may be developed and implemented within the authority of this ordinance.

3.2. These exemption categories shall be established and adjusted as necessary by the Washington County Board of Commissioners, shall appear in the official minutes of the Board meeting, at which time the charges were adjusted, and shall appear on an exemption schedule attached to this Ordinance.

SECTION 4.

4.1. The Washington County Manager is authorized by this Ordinance to implement any and all such Administrative procedures for the application and administration of the provisions of this Ordinance as he deems appropriate and necessary.

4.2. The Washington County Landfill personnel shall have the authority to deny any vehicle the use of, or access of, County landfills when any person fails to refuse to pay the assessed tipping fee. Further, any person failing or refusing to pay the fees described herein within those times prescribed by the Finance Department of Washington County in its periodic billing, may be denied further use of the County landfill for any purpose until such time as all outstanding charges are paid.

4.3. Any person found to have entered upon the Washington County Landfill after having been prohibited to do so by landfill personnel or by the Finance Office shall be in violation of this Ordinance, and their entry upon, or use of the landfill for disposal of solid wastes, or any other waste shall constitute a violation of this Ordinance, and such violator, may be charged with a misdemeanor and be subject to any penalties prescribed by N.C.G.S. Section 14-4.

4.4. Washington County may apply to the appropriate County for an injunction and abatement in order to require that any violator comply with the provisions of this division, and Washington County shall have the power to collect any delinquent accounts under this Ordinance by any remedy provided by law for the collection and enforcement of private debts as provided by in N.C.G.S. Section 153A-277.

**SOLID WASTE USER FEE SCHEDULE**

This is in the "Budget Ordinance" annually.

**ARTICLE III: WHITE GOODS AND APPLIANCES.** (as defined in N.C.G.S. 130A-290 (a) (44) collection, recycling, disposal, and fees related thereto.)

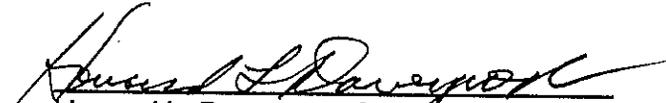
White goods and appliances may be disposed of through the Washington County Solid Waste Management Program (N.C.G.S. 130-A-309.81), but disposal of such waste through the program is permitted ONLY by depositing such appliance or white good at the Washington County Landfill site facility. Disposal of white goods or appliances at any location in Washington County (except by sale or delivery to a licenses recycling or licenses (wastes handler) shall constitute a violation of this Ordinance and shall be punishable by imposing a \$100 civil penalty (N.C.G.S. 130A-309.86) as other such violations. N.C.G.S. 130A-309.84 authorized DEHNR to assess a civil penalty of \$100 for failing to remove chlorofluorocarbons from discarded white goods. This penalty may be assessed daily until refrigerants are removed. Washington County may provide removal of refrigerants upon request at cost of private contract to remove refrigerants (N.C.G.S. 130A-309.81).

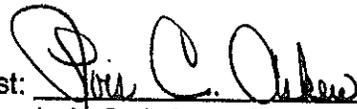
**ARTICLE IV. SCRAP TIRES.** (as defined in N.C.G.S. Part 2B, Article 9, Chapter 130A) collection, recycling, disposal and fees related thereto.

Pursuant to N.C.G.S. 130A-309.58 and particularly sub-parts (d) and (e), Washington County offers disposal facilities for scrap tires at the Washington County Landfill site through contracted agreements with private entities. The fees charged for scrap tire disposal are set in the "Budget Ordinance" annually.

THIS ORDINANCE DULY ADOPTED by vote of the County Commissioners for the  
County Washington, this the 1<sup>st</sup> day of May, 192000



  
Howard L. Davenport, Chairman  
Washington County Board of Commissioners

Attest:   
Lois C. Askew, CMC  
Clerk to the Board

## WASHINGTON COUNTY

### AN ORDINANCE ESTABLISHING PROCEDURES FOR THE ABATEMENT OF NUISANCE CAUSED BY ABANDONED MANUFACTURED HOMES

#### A. Title

The regulations embraced in this and the following articles constitute what shall be designated "An Ordinance Establishing Procedures for the Abatement of Nuisance Caused by Abandoned Manufactured Homes."

#### B. Purpose and Intent

The Ordinance Establishing Procedures for the Abatement of Nuisance Caused by Abandoned Manufactured Homes, is intended to promote the health, safety and general welfare of the public.

#### ARTICLE I. Definitions

Abandoned manufactured home means a manufactured home that is both:

- (1) Vacant and in need of extensive repair, and
- (2) A nuisance.

Manufactured home is as defined in G.S. 105-187-60.

Nuisance means an unreasonable danger to public health, safety, or welfare or to the environment or natural resources.

#### ARTICLE II. Process for abatement of nuisance caused by abandoned manufactured homes

(a) The county shall notify the registered owner of an abandoned manufactured home, that the abandoned manufactured home constitutes a nuisance and shall request that the abandoned manufactured home be properly disposed of within ninety (90) days. The notice shall be in writing and shall be served on the person as provided by Rule 4(j) of the Rules of Civil Procedures, GS 1A-1. If the person fails to take the requested action prior to the expiration of this period, the county shall take any action it deems reasonably necessary to abate the nuisance, including entering the property where the abandoned manufactured home is located and arranging to have the abandoned home removed and properly disposed of. If the registered owner of the manufactured home is not the owner of the property on which the abandoned manufactured home is located, the county may order the property owner to permit entry onto the owner's property to permit

the removal and proper disposal of the abandoned manufactured home.

(b) When the county removes and disposes of an abandoned manufactured home pursuant to subsection (a), whether directly or through a party that contracted with the county, the registered owner of the abandoned manufactured home shall be liable for any unpaid taxes due on the home and for the actual cost incurred by the county directly or indirectly, for its abatement activities and its administrative and legal expenses related to its abatement activities. Nonpayment of any unpaid taxes or of all or any portion of the actual costs incurred by the county shall result in the imposition of a lien on any real property in the county owned by the registered owner of the abandoned manufactured home.

(c) This section does not apply to any of the following:

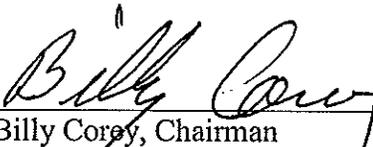
- (1) A retail business premises where manufactured homes are sold.
- (2) A solid waste disposal facility where no more than five (5) manufactured homes are stored at one time if all of the manufactured homes received for storage are removed from the facility within one year after receipt.

### ARTICLE III. Extension

The Washington County Planning and Safety Director may, upon the written request of the owner or owners of abandoned manufactured home, grant a one time extension of up to 60 days to comply with the provision of Article II (a) above.

ADOPTED THIS THE 2<sup>nd</sup> DAY OF November 2009.



  
\_\_\_\_\_  
Billy Corey, Chairman  
Washington County Board of Commissioners

  
\_\_\_\_\_  
Lois C. Askew, Clerk



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# Emergency Operations Plan



## WASHINGTON COUNTY EMERGENCY OPERATIONS PLAN

Updated: July 25, 2009

### I. FOREWORD

The Washington County Emergency Operations Plan was developed to address multiple hazards which threaten our county. Through use of a functional format, the document encourages an Integrated Emergency Management System approach to disasters, and fosters prompt, efficient and coordinated response operations by elements of the emergency organization. This requires a system-wide integration of skills, people and resources. Such a system recognizes that plans developed for one type of emergency are extremely useful for other emergency situations and a significant amount of emergency operational capability can be established by addressing broadly applicable functions. This is commonly called *consequence management*.

The National Incident Management System (NIMS) was [adopted by Washington County](#) to incorporate a systematic approach to incident command involving a local, state and federal response interface. Incident command is used by all Washington County emergency response agencies. The forms accompanying ICS that are used in the county are [ICS-200 series forms](#).

This document presents a basic plan which serves as a summary to a number of functional annexes and attachments. The annexes define who will do what and when in emergency situations. Attachments to annexes give even more specific guidance. Defining the roles of each response agency reduces the confusion, chaos and conflict during emergency; and significantly decreases vulnerability of the public and their property to hazardous threats.

This document meets the recommendations of FEMA planning guidance, [SLG 101](#), and the legal responsibilities identified in North Carolina General Statutes, [Chapter 166-A](#). It provides all the necessary elements to insure that local government can fulfill its legal responsibilities for emergency preparedness.

### INSTRUCTIONS FOR USE

It is intended that this plan, when implemented, be used by Washington County response organizations to obtain maximum use of existing resources, organizations, and systems in their response to emergencies and disasters that could and / or have occurred in the county. The format for this plan is:

*Basic Plan:*

To be used by all responders to understand the duties and activities expected of them or their agency, chief executives and policy officials.

*Annexes:*

Address the specific functions for use by the operational managers.

*Attachments:*

Contain technical information, details, and methods (such as standard operating procedures and checklists) for use by emergency response personnel. Each section of the plan contains a purpose statement for that section. All individuals with assigned responsibilities should be familiar with the entire plan, however added emphasis must be given to those sections for which they are responsible. While all circumstances cannot be addressed, the content of this plan should be used as a guide for those things that do occur but not specifically addressed herein.

*Checklists:*

Where appropriate, checklists have been developed to assist the emergency manager, incident commander or agency likely to respond. Some checklists are [hazard specific](#), others are annex specific and address functions recommended to carry out preparedness and / or response.

*Integrated components:*

This plan integrates a number of components essential to functional operation of any consequence management or Integrated Emergency Management System. These components provide additional information to the emergency manager and response personnel:

- Forms
- Database for resources, resource requests, damage assessment, special needs populations, etc.
- Additional or companion plans
- State WebEOC interface

**PLAN DISTRIBUTION:**

Copies of this plan are distributed to the following and / or are available through the computer network of the County:

- Washington County Board of Commissioners - Chairman
- Washington County Managers Office
- Washington County Emergency Management Office
- Washington County Sheriff's Department
- Washington County Emergency Medical Services
- Washington County Department of Social Services
- Washington County Health Department
- Washington County Public Schools
- Washington County E-911 / EOC
- Town of Creswell
- Town of Plymouth
- Town of Roper
- Fire Departments
- Fireman's Association
- NC Highway Patrol
- NC Emergency Management
- Red Cross

**II. PURPOSE**

This plan prescribes actions to be taken by government agencies and private organizations of Washington County to reduce the vulnerabilities of people and property to disaster and to establish capabilities to respond effectively to the actual occurrence of a disaster.

**III. SITUATIONS AND ASSUMPTIONS**

**A. Situation**

1. Washington County General Demographics and Infrastructure:

Washington County is located in the North Carolina Emergency Management Eastern Branch and Federal Emergency Management Agency (FEMA) Region IV. The county, located on the Roanoke River and the Albemarle Sound of North Carolina, is a rural coastal area primarily dependent on agriculture and forestry for its economic well-being. It is bound on the east by Tyrrell County, on the south by Hyde County, on the north by the Albemarle Sound and on the west by Martin County. The current population of the county and municipalities within the county is 12,946\*. The anticipated peak population is 14,700. (\*Source US Census Bureau estimates for 2008).

The Town of Plymouth provides services to residents that include: Electric Utilities, Water, Law Enforcement, Sanitation, Sewer, Fire Protection and Public Works.

Major highways are US Highway 64; NC Highways 32, 45. CSX Railway, Norfolk Southern and Rail Link provide rail service. Rail service is a primary cargo carrier and there is no scheduled passenger service.

provide rail service. Rail service is a primary cargo carrier and there is no scheduled passenger service. The Roanoke River, which forms the boundary between Washington, Martin and Bertie Counties, is part of the Intercoastal Waterway. The airport ([Plymouth Municipal Airport](#)) is owned by the Town of Plymouth and is located 2 miles south of Plymouth serving local general aviation aircraft.

2. The following services, which will have expanded duties during disasters, are provided by Washington County:
  - [Administration](#)
  - [Building Inspections / Damage Assessment](#)
  - [Education](#)
  - [Emergency Management](#)
  - [Emergency Medical Services](#)
  - [Fire Departments](#) (Volunteer)
  - [Fire Marshal](#)
  - [Health Department](#)
  - [Law Enforcement](#)
  - [Mental Health](#)
  - [Social Services](#)
  - [Solid Waste Operations](#)
  
3. The county is exposed to many hazards, all of which have the potential to disrupt the community, cause damage and create casualties. The county has experienced many hazards, all of which have, at some particular time, caused disruption to communities, significant amounts of damage and in some cases, casualties. Potential hazards and historical hazards (natural, technological and national security) for Washington County are:
  - [Aircraft Accidents](#) (Civilian and Military)
  - [Civil Disorder / Rioting / Vandalism](#)
  - [Drought / Extreme Heat](#)
  - [Earthquake](#)
  - [Floods](#)
  - [Forest Fires](#)
  - [Hazardous Materials](#)
    - Transportation incidents
    - Fixed facility incidents
  
    - Spills of unidentified substances, or dumping activity
  - [Hurricanes](#)
  - [Landfill Fires](#)
  - [Large Structural Fires](#)
  - [Mass Casualty](#)
  - [National Security Emergency](#)
  - [Other / Unknown](#) (biological, epidemic disease, etc.)
  - [Pipeline Break](#)
  - [Power Failure](#)
  - [Severe Thunderstorms](#)
  - [Terrorist Activity / Sabotage](#)
  - [Tornadoes](#)
  - [Waste / Waste Water Spills](#)
  - [Winter Storms / Severe Cold Weather](#)

## B. Assumptions

1. The occurrence of one or more than one of the previously listed hazards could result in a true catastrophic disaster situation which would grossly overwhelm local and state resources.
2. Disasters will result in disruption of government functions. This makes it mandatory for all levels of local government to develop and maintain standard operating procedures to ensure continuity of government.
3. Most natural disasters will leave at least some part of the county isolated and on its own for a period of time.
4. Routine government operations such as delivery of social programs, court schedules, elections, and cultural events, etc., may be postponed as a result of a disaster.

5. The occurrence of one or more than one of the previously listed hazards would impact Washington County and the municipalities severely and include several of the following possibilities:

- o Loss of electric power.
- o Loss of the water distribution and storage systems.
- o Loss of part or all of waste treatment systems.
- o Severance of the road / highway network, including bridge damage.
- o Evacuation of people from the county.
- o Necessity for mass care (shelter) and feeding operations.
- o Need for debris clearance and removal.
- o Multiple injuries and fatalities.
- o Long-term sheltering of victims.
- o Drastic increase in media attention.
- o Damage to the public service communications network and telephone networks.
- o Severe economic impact.
- o Increased number of vermin / vector.
- o Need for official public information and rumor control.
- o Need for State and / or Federal assistance.
- o Re-entry of essential personnel and equipment.
- o Need for managed re-entry of the public to damaged / evacuated areas.
- o Damage to vital records.
- o Need for damage assessment.
- o Immediate need for auxiliary power.
- o Influx of solicited and unsolicited donated goods.
- o Contamination of private wells.
- o Exhaustion of local resources.
- o Need for depth-of-staffing.
- o Loss of facilities vital to essential services.
- o Need for law enforcement support.
- o Need for emergency medical and rescue support.
- o Need for fire protection support.
- o Need for additional hospital / medical support.
- o Over taxing local resources.
- o Depth of staffing problems.
- o Loss of facilities vital to maintaining essential services.
- o Environmental impact to wildlife, natural resources and agriculture.
- o Management of reconstruction.
- o Coordination of staged resources.
- o Damage to historical sites.
- o Isolation of populations.
- o Price gouging, unscrupulous business practices.

6. It is necessary for the county and municipalities to plan for and to carry out disaster response and short-term recovery operations utilizing local resources. However, it is likely that outside assistance would be needed and available in most major disaster situations affecting the county and municipalities.

7. All disasters will require some degree of recovery.

#### IV. CONCEPT OF OPERATIONS

- A. As required by NC General Statutes [166A-2](#), it is the responsibility of municipal and county government to organize and plan for the protection of life and property from the effects of an emergency / disaster. When needed, the Washington County Commissioners can declare a "[State of Emergency](#)" as directed by State Statute [166A-8](#), to assist the local emergency response agencies in carrying out their duties and for the protection of the citizens and property within the disaster area. Towns can independently declare a "State of Emergency" in the event of a disaster or, by resolution, can sign off on a County "State of Emergency" if one is declared.
- B. In Washington County, all multi-agency responses by emergency service providers (Law-enforcement, Fire, EMS / Rescue) will follow an Incident Command System (ICS), such as the [NIMS Incident Command System](#), as agreed to by the Washington County Fire Commission.
- C. The National Incident Management System (NIMS)

C. [The National Incident Management System \(NIMS\)](#)

On September 6, 2005, Washington County formally [adopted](#) the [National Incident Management System](#) (NIMS) approach and guidance to incorporate the elements of NIMS essential to efficient management of emergencies and disasters that will involve local, state and federal response agencies.

The Federal Government places criteria for all emergency plans to comply with [Homeland Security Presidential Directive #5](#) (HSPD-5). *"To prevent, prepare for, respond to, and recover from terrorist attacks, major disasters, and other emergencies, the United States Government shall establish a single, comprehensive approach to domestic incident management. The objective of the United States Government is to ensure that all levels of government across the Nation have the capability to work efficiently and effectively together, using a national approach to domestic incident management. In these efforts, with regard to domestic incidents, the United States Government treats crisis management and consequence management as a single, integrated function, rather than as two separate functions"...*

Washington County has met and continues to meet the [compliance objectives](#) of the National Incident Management System and have received training in the [National Response Framework](#). Many compliance objectives are ongoing efforts such as training and new resources typing. Elected and appointed officials are involved in all local emergency planning and the Emergency Management Coordinator is the single point of

contact for all NIMS compliance issues. All local agencies are responsible for maintaining their own training records that accurately reflect compliance with the objectives of the NIMS. Training courses are listed in our [Training and Exercise](#) annex of this plan.

- D. When a disaster overwhelms the capability of state and local governments, resources of federal departments and agencies may be needed. As requests for resources become overwhelming, the County will coordinate, as appropriate, with adjoining counties for additional available resources while also working with North Carolina Emergency Management to utilize state resources when county capabilities become exhausted.

Local governments will use their normal channel for requesting assistance and / or resources to the State Emergency Operations Center. If state resources have been exhausted, the State will arrange to provide the needed resources using the Emergency Support Functions as described in the National Response Framework.

The County and the municipalities are also signatory agencies of the "[Statewide Mutual Aid Agreement](#)".

- E. Federal Assistance With Resources and Federal Emergency Support Functions

The Federal Government may provide federal resources to local governments through the North Carolina Division of Emergency Management. The [National Response Framework](#) outlines Emergency Support Functions (ESFs) for federal agencies. These Federal Emergency Support Functions are:

1. [Transportation](#)
2. [Communications](#)
3. [Public Works and Engineering](#)
4. [Firefighting](#)
5. [Emergency Management](#)
6. [Mass Care, Emergency Assistance, Housing and Human Services](#)
7. [Logistics Management and Resource Support](#)
8. [Public Health & Medical Services](#)
9. [Search & Rescue](#)
10. [Oil and Hazardous Materials Response](#)
11. [Agriculture and Natural Resources](#)
12. [Energy](#)
13. [Public Safety and Security](#)
14. [Long-Term Community Recovery](#)
15. [External Affairs](#)

The ideal method for channeling the Federal ESFs to local governments, when requested, is to physically place (in the State EOC) one representative for each ESF with the State representative responsible for the same function. Thus, when requests for assistance from local governments are received at the State EOC, and the state resource is exhausted, the requests can be immediately made to the appropriate Federal ESF representative. These requests can be fulfilled on a mission basis with the State retaining direction and control authority.

Under the provisions of the [Robert T. Stafford Disaster Relief and Emergency Assistance Act](#), a Federal Coordinating Officer will be appointed as the President's representative to coordinate overall delivery of federal assistance. The Disaster Mitigation Act of 2000, also known as the 2000 Stafford Act Amendments and the [Pets Evacuation and Transportation Standards Act](#), are important changes in the ways in which the Federal

Government will provide assistance.

F. State Role and Support

Requests for state resources will be made through the Washington County Emergency Management Coordinator to the NC Division of Emergency Management Emergency Operations Center (EOC).

Upon request, the Division of Emergency Management Eastern Branch Office will provide the following support to the Emergency Management Coordinator:

- On-scene response by the Area Coordinator or State Emergency Response Team on 24 hour on-call status.
- Assistance with dissemination of emergency public information.
- Relay of information from state and federal agencies.
- Assistance with planning, training, and recovery operations.
- State resource liaison.

Additional support may be provided upon request and as authorized by the Division of Emergency Management.

G. Washington County utilizes the four phases of Comprehensive Emergency Management in designing and implementing the emergency services program. These phases are:

1. **Mitigation** - Through the planning and building inspection programs, the county and municipal governments use codes and standards to prevent industry from impacting on residential areas and prevent sub-standard building construction. Education of the public about potential disaster effects also prevents injury and death from disasters. Public participation in preparedness exercises can also prevent injury and death from disasters. Additionally, Washington County has initiated the following:
  - Fire inspections are conducted and fire codes are enforced.
  - Participation in the National Flood Insurance Program.
  - Local ordinances are enacted and enforced which result in reduced risk to the public; examples include regulations on zoning, (Plymouth & Roper), planning, sanitation, animal control and burning.
  - Vital records will be protected to reduce or eliminate loss.
  - Public education regarding emergency / disasters has been developed and is conducted.
  - An all hazard mitigation plan has been completed and is updated every five years as required by [NCGS 166A](#).
2. **Preparedness** - Through disaster planning and recognition of hazards likely to affect the area, the county and municipal agencies prepare for potential disasters. County agencies are offered training in preparation for a disaster and each department is responsible for seeing that their responders have adequate training to carry out assigned functions. Many other programs are offered to the residents of Washington County to help them also be prepared, such as printed materials and public education programs. Members of the public are kept informed and urged to prepare for disasters by local media and Emergency Management. Additionally, Washington County has initiated the following:
  - Potential hazards and risks have been identified.
  - Vulnerabilities and capabilities have been assessed.
  - An Emergency Operations Plan have been developed and maintained.
  - Standard operating procedures have been developed by all entities identified in the Emergency Operations Plan.
  - Vital facilities and available resources have been identified and inventoried.
  - Mutual aid agreements and memorandums of understanding have been developed.
  - Planning has been coordinated with other jurisdictions.
  - Training have been made available to all individuals having a role in disaster response.
  - Exercises have been conducted and critiques will follow.
  - Public education and public information will be offered.
  - Potential threats will be monitored and evaluated.
3. **Response** - When a disaster occurs, the county and municipal agencies respond either as direct assistance to the disaster area or as a support agency to the first responders on-scene. The response agencies will act within their scope of training and will call upon outside resources as needed to mitigate further damages. Additional resources are coordinated by the Washington County Emergency Operations Center. This Emergency Operations Plan will be executed on an appropriate scale. This includes proclamation of a State of Emergency. The functional [annexes](#) of this plan describe actions to be taken.
4. **Recovery** - After the immediate short term emergency needs of an area are controlled, the county and

municipal governments begin a recovery process that may take several days to many months or years. Response agencies will determine what impacts have been made on the community and what will need to be done to put the community back to pre-disaster conditions. Many times this effort will overwhelm the jurisdiction and assistance from State and Federal Government will be needed.

- o *All Disasters*

- [Debris removal operations](#) will be conducted.
- [Damage assessment](#) will occur.
- [Essential services](#) will be restored.
- Restoration of [vital facilities](#) will take place.
- [Public information](#) regarding available assistance will be released.
- [Emergency housing](#) will be secured for victims.
- [Resources](#) arriving from other areas will be managed, staged and deployed.
- The management and distribution of [donated goods](#) will be implemented.
- Reconstruction of damaged property will be undertaken.
- [Unmet needs](#) will be addressed.
- Temporary [shelters](#) will be closed.
- The [State of Emergency will be rescinded](#).

- o *Presidential Disaster Declarations*

- Any disaster with potential for a [Presidential Declaration](#) will include most of the activities listed above.
- The Governor will request a Presidential Disaster Declaration.
- Depending on the type of Declaration issued, various categories of Federal Assistance will become available.
- A Disaster Field Office (DFO) will be opened in North Carolina to manage Federal Assistance provided under a full-scale Declaration.
- One or more Disaster Application Center (DACs) will be opened in the affected area(s).

- H. Washington County provides many emergency services to the citizens of the county on a daily basis. Some of the services overlap into municipal government jurisdictions. While the municipalities within the county provide many services to their citizens, they also depend on Washington County for services such as emergency medical, social services, health, sheltering of evacuees and Emergency Management.
- I. Each municipal government in Washington County will maintain their own operations in the event of a disaster. However, if a municipal government's resources prove to be inadequate during emergency operations, requests for county resources will need to be made to keep the municipal government's normal operations functional. There are municipal governments in the county that will be able to remain completely functional without outside resources, but there will be some that will be totally dependent on county resources.

## V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### A. General

This section tasks departments and individuals within local government with emergency functions in addition to their routine duties. Each department is responsible for developing and maintaining standard operating procedures (SOP's) to support this plan. Specific responsibilities are outlined below under the section titled Assignment of Responsibilities. Responsibilities for certain organizations which are not a part of local government are also outlined.

When operational, the Washington County [Emergency Operations Center](#) utilizes:

#### 1. **Control Group**

The Washington County [Control Group](#) meets at the County EOC and is made up of the following:

- o Washington County Commission Chairman
- o Washington County Commission Vice-Chairman
- o Mayor of the Town of Plymouth
- o Mayor of the Town of Roper
- o Mayor of the Town of Creswell
- o Washington County Manager
- o Emergency Management Coordinator

## 2. **Support Group**

- The Washington County Support Group meets at the County EOC.
- The [Support Group](#) consists of representatives of predetermined governmental and volunteer agencies. These members will be selected by the County Manager or Emergency Management Coordinator.
- The Support Group is tasked with the implementation of Control Group decisions.

## B. **Assignment of Responsibilities:**

### 1. **Chairman, County Commissioners**

- Serve as Chairman of the Washington County [Control Group](#) and carry out appropriate provisions of the North Carolina General Statutes and local ordinances relating to emergencies.
- As appropriate, declare and rescind [State\(s\) of Emergency](#) for Washington County.
- Execute the Washington County [Emergency Operations Plan](#) as necessary.
- [Implement other measures](#), as necessary, to provide for the protection of life and property, including orders for [evacuation and re-entry](#).
- Coordinate emergency response actions with the Chairmen of other affected jurisdictions.
- Additional duties are also found in the various [Annexes and Procedures](#).

### 2. **Mayors, Towns of Plymouth, Roper and Creswell**

- Serve as members of the Washington County [Control Group](#).
- Assess needs of the Towns and request needed resources through the [Emergency Management Coordinator](#).
- Carry out appropriate provisions of the North Carolina General Statutes and Washington County [State of Emergency Ordinance](#).
- As appropriate, [declare](#) and [rescind](#) a State of Emergency for the Towns.
- Execute the Washington County [Emergency Operations Plan](#) as necessary.
- In accordance with the Washington County State of Emergency Ordinance, implement prescribed measures as necessary to provide for the protection of life and property.
- Additional duties are also found in the various [Annexes and Procedures](#).

### 3. **County Manager**

- Serve as a member of the Washington County [Control Group](#), and implement the County Emergency Plan by the authority of the Control Group.
- Direct County agencies and departments (including volunteers) to develop and maintain standard operating procedures (SOPs) to support this plan.
- Support the Emergency Management Agency in the development of periodic exercises.
- Support the Emergency Management Program by requiring County employees with roles or responsibilities detailed in this plan to attend related training.
- Function as the [Public Information Officer](#) (PIO) for the County, or ensure that a qualified, trained PIO is in place.
- Authorize the release of emergency [public information](#).
- Maintain liaison with other affected jurisdictions.
- In conjunction with the Emergency Management Coordinator, designate the representatives of the EOC [Support Group](#).
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 4. Emergency Management Coordinator

- Serve as a member of the Washington County [Control Group](#).
- Develop and maintain standard operating procedures for [emergency management operations](#) during emergency and disaster situations.
- Perform assigned duties according to [State statutes](#) and [local ordinances](#).
- Develop plans in accordance with Federal and State guidelines.
- Develop and maintain a list(s) of key individuals and / or departments to be notified in the event of various emergencies.
- Upon request, assist departments in obtaining appropriate training to better enable them to fulfill roles and responsibilities delineated in this plan.
- Maintain a list of available local [resources](#).
- Coordinate the identification and acquisition of resources requested by County and City agencies and direct aid to areas where needed.
- Coordinate with private industry for use of privately owned resources.
- Request [additional resources](#) through the State EOC in those cases where County / Town resources do not meet recovery requirements.
- Coordinate exercises and tests of the emergency systems within the jurisdiction.
- Alert and activate, as necessary, the County Emergency Management Organization when informed of an emergency within the county.
- Submit necessary emergency information and reports to the proper agencies during emergency and disaster events.
- Maintain contact with the Division of Emergency Management Area A Office during emergency situations.
- Serve as the [Community Emergency Coordinator](#) as defined by SARA Title III and the Local Emergency Planning Committee.
- Coordinate emergency response actions with the Emergency Management Coordinators of adjoining / affected jurisdictions.
- Serve as principal liaison and advisor for emergency operations during emergency / disaster.
- Maintain operational readiness of the County [Emergency Operations Center](#) and serve as the EOC Manager during periods of activation.
- Coordinate activities of [damage survey report \(DSR\) teams](#) after receiving a Presidential Disaster Declaration.
- Assist [USDA County Emergency Board](#) if requested.
- If available, coordinate hazard mitigation grants.
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 5. Sheriff

- Develop and maintain standard operating procedures for [Sheriff's department operations](#) during emergency and disaster situations.
- Anticipate and identify emergency law enforcement assistance needs and maintain necessary [mutual aid agreements](#).

## Basic Emergency Operations Plan

- Coordinate or provide security for damaged areas, [vital facilities](#), equipment, [staging areas](#) and [shelter operations](#) in the county.
- Assist with [notification and warning](#) of the population threatened by an impending emergency / disaster.
- Coordinate traffic control throughout the county during emergency / disaster operations. If North Carolina Highway Patrol assistance or other State resources are needed, these are to be requested through the [Emergency Management Coordinator](#).
- Function as the official Public Information Officer for county law enforcement operations.
- Assist with [initial impact assessment](#).
- Provide security for Disaster Application Centers (DACs) in the county.
- Inform families on the status of individuals deceased or missing due to an emergency / disaster event
- Act as lead in coordination with Emergency Management for needed resources in search for missing persons.
- Additional duties are also found in the various [Annexes and Procedures](#).

## 6. Communications Director

- Develop and maintain standard operating procedures for [Central Communications Center operations](#) during emergency events.
- Provide for the dissemination of [warning information](#) to emergency response personnel.
- Establish and maintain the communications network for two-way communications between the EOC and the field emergency response resources.
- Identify radio repair capabilities and maintenance operations for emergency repairs.
- Notify the [Emergency Management Coordinator](#) of the activation of any EOC in the region.
- Additional duties are also found in the various [Annexes and Procedures](#).

## 7. Chief of Police, Plymouth

- Develop and maintain [standard operating procedures](#) for disaster operations in support of this plan.
- During regional and / or local [evacuations](#), man traffic control points within the Town of Plymouth as necessary. Coordinate with the Washington County Sheriff.
- Designate the Supervisor on-scene to identify local emergency evacuation routes from high hazard areas.
- Anticipate resources needed to support local law enforcement activity during emergencies, and plan for timely [resource requests](#).
- Assist in [notification and warning](#) of the general public, primarily in the Town.
- Provide for security of residences, businesses and property in damaged areas of the Town.
- Assist with [initial impact assessment](#).
- Coordinate with the Sheriff's Department to inform families on the status of individuals deceased or missing as a result of an emergency / disaster event.
- Assist with [reentry](#) of evacuees into damaged areas of the Town.
- Develop [mutual aid agreements](#), as necessary, to ensure adequate assistance is available if needed.
- Coordinate with Sheriff on searches and missing persons.

Coordinate with Sheriff on resources and missing personnel.

- Additional duties are also found in the various [Annexes and Procedures](#).

#### 8. **Public Information Officer (PIO)** (County Manager Or Designee)

- Develop and maintain standard operating procedures (SOPs) for [public information](#) during emergency and disaster operations, including a directory of media outlets.
- Maintain current inventories of public information materials to include weather preparedness, family preparedness, etc.
- Coordinate all County / Towns media releases during an emergency situation.
- Provide for rumor control and emergency instructions for the public during all phases of a disaster or emergency, including [recovery](#).
- Function as the official spokesperson for the County / Towns during emergencies.
- If the PIO position is filled by other than the County Manager, serve as a member of the appropriate [Support Group](#).
- Clear information with the [County Manager](#) prior to release.
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 9. **Emergency Medical Services / Ambulance Services**

- Develop and maintain standard operating procedures (SOPs) for [Emergency Medical Service](#) activities during emergency and disaster situations.
- Identify equipment and manpower limitations, and develop [mutual aid agreements](#) for the procurement of needed resources during emergency and disaster events. If State resources are needed, same should be requested through the [Emergency Management Coordinator](#).
- Coordinate with area hospitals concerning receipt of mass casualties during emergency and disaster events.
- Coordinate with the County Health Director and Social Services Director to determine emergency transportation needs for [special needs populations](#).
- Assist with [initial impact assessment](#).
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 10. **Fire Marshal**

- Survey facilities in Washington County for [hazardous materials](#) and / or other conditions that could present a danger to fire departments or the public. Inform the LEPC and appropriate Fire Chief of hazardous conditions.
- Inspect any temporary shelters, emergency housing or tent cities for fire safety.
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 11. **Volunteer Fire Chiefs** (or designee)

- Serves on the [Support Group](#). The primary responsibility of these individuals will be to serve as liaisons between the EOC and Volunteer Fire Departments.
- Assist law enforcement officers with [warning and notifying](#) the affected population of an existing or impending emergency.
- Support rescue operations.
- Provide support personnel to assist in traffic control, if requested by the Sheriff's department.
- Provide Incident Command during [hazardous materials incidents](#).
- [Survey facilities](#) in the appropriate district for hazardous materials.

- Assist Forestry Service as requested.
- Conduct fire safety inspections of damaged structures during [recovery operations](#).
- Assist in Search and Rescue operations during emergency / disaster situations.
- Identify equipment and manpower limitations, and develop [mutual aid agreements](#) for the procurement of needed resources during emergency and disaster events.
- Assist with emergency [removal of debris](#) from vital facilities, if requested by Emergency Management.
- Assist with [initial impact assessment](#).
- Provide a representative for [Damage Survey Teams](#) as requested by Emergency Management following a Presidential Declaration of Disaster.
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 12. Social Services Director

- Develop and maintain standard operating procedures (SOPs) for Social Service operations during emergency / disaster situations.
- Coordinate with the American Red Cross, the Health Department, and the Superintendent of Schools regarding [shelter policy](#), staffing of shelters and readiness of shelters.
- Open shelters at the direction of the [Control Group](#) or Incident Commander (IC); provide staff from County DSS as necessary.
- Contact medical / health care facilities (e.g. nursing homes, rest homes, etc.) to encourage development of emergency procedures and coordination with appropriate agencies.
- Coordinate with the Health Director and Executive Director of Local Housing Authority concerning needs of [special needs populations](#).
- Coordinate with Health, Mental Health and other volunteer / non-volunteer agencies, both public and private, to provide support personnel during sheltering.
- Coordinate transition of staffing and operation of emergency shelters operations with Red Cross Management.
- Provide personnel to staff local Disaster Application Center(s).
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 13. Health Director

- Develop and maintain standard operating procedures (SOPs) for emergency [public health operations](#) during emergency / disaster situations.
- Coordinate health care for emergency [shelters](#) with the Washington County Director of Social Services.
- Coordinate with State water supply authorities to expedite emergency public water supplies.
- Provide health inspections and immunizations when appropriate to detect, prevent and control communicable disease.
- Coordinate environmental health activities for waste disposal, refuse, food, water control, vector / vermin control and sanitation.
- Coordinate the identification of special needs populations with the Social Services Director and [maintain a current list](#) of those identified.
- Provide for inspections of [mass care facilities](#) to assure proper sanitation practices are followed.
- Coordinate with the proper authorities to establish a temporary morgue, if necessary, following an

emergency / disaster.

- Provide a public health nurse at shelters.
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 14. Mental Health Director

- Develop and maintain standard operating procedures (SOPs) for mental health operations during emergency situations.
- Coordinate with the Director of Social Services to provide crisis counseling, when necessary, during emergency situations.
- Provide crisis counseling to professionals and support staff working with the emergency response and recovery.
- Provide crisis counselors for Disaster Application Centers (DACs) operated following a [Presidential Declaration of Disaster](#).
- Provide for a 24-hour crisis line during periods of emergency.
- Maintain and provide information pertaining to mental health resources that may be utilized during emergency / disaster situations.
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 15. County / Town Finance Officers

- Develop and maintain standard operating procedures (SOPs) for keeping financial records relating to emergency / disaster situations.
- Assist the Tax Officer with documentation of [disaster damage](#) to County / Town-owned facilities.
- Provide budget information in support of the Governor's request for a [Presidential Declaration of Disaster](#).
- Develop financial accounting procedures to assist local agencies and departments in documenting their emergency expenses subsequent to a Presidential Declaration of Disaster.
- Ensure accurate time records are maintained by County / Town personnel actively involved in preparation, response and recovery operations.
- If a Presidential Declaration of Disaster is received, assist [Damage Assessment teams](#) as needed, providing required documentation.
- Provide for purchases of emergency equipment and supplies as dictated by normal County policy or by the EOC Control Group.
- Ensure claims are filed properly and promptly with the County's insurance carrier.
- Be familiar with the [FEMA Equipment Cost Schedule](#) and with [FEMA Public Assistance forms](#).
- Assist in the management of post-disaster [donated funds](#).
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 16. Damage Assessment Officer (Tax Administrator or designee)

- Develop and maintain standard operating procedures (SOPs) for [damage assessment operations](#).
- Prepare initial damage assessment reports for [Control Group](#).
- Coordinate activities of damage assessment teams conducting field surveys and ensure teams are properly trained and equipped.
- Collect data, prepare damage assessment reports, and forward reports to the [Emergency Management Coordinator](#).

- Provide property tax information assistance for applicants at Disaster Application Centers (DACs).
- Assist the Control Group in prioritizing repairs and [restoration](#) of affected publicly-owned facilities.
- If a Presidential disaster declaration is received, coordinate [recovery](#) measures with the event's Disaster Field Office (DFO).
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 17. Superintendent Of Schools (or designee)

- Develop and maintain [standard operating procedures](#) (SOPs) for the safety and protection of students, faculty, and other personnel during emergency situations.
- Coordinate [evacuation](#) and transportation operations for students during emergency situations.
- If requested, provide support personnel, equipment and facilities (schools, buses, lunch room personnel, etc.) to support [shelter operations](#) and / or transportation needs.
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 18. Systems Analyst

- Develop and maintain standard operating procedures (SOPs) for the management of county data processing during emergency / disaster situations.
- Provide for the protection of computerized [vital records](#) during emergency / disaster events in coordination with Register of Deeds, Tax Office, Mapping and Inspections Offices.
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 19. Roanoke Amateur Radio Society

- Develop and maintain a list of amateur radio resources that may be used during emergency / disaster.
- Provide a liaison to the Washington County [Emergency Operations Center](#) during emergency / disaster activations.
- Transmit and receive emergency traffic as necessary during emergency / disaster events.
- Disassemble and relocate radio equipment to alternate Emergency Operations Center, if necessary.
- Maintain a message log for all emergency traffic.
- Coordinate with other amateur radio operators and the Area A office to establish and support post-disaster emergency communications.
- Report communications transmissions to the Operations Officer / Emergency Management Coordinator.
- Provide operators and equipment to [shelters](#) to communicate with the Emergency Operations Center.
- Participate in exercises and mock disaster situations.
- Additional duties are also found in the various [Annexes and Procedures](#).

#### 20. County Solid Waste Director / Towns Public Works Directors

- Organize and assign debris crews and equipment.
- Assess needs and prioritize assistance.
- Maintain contact with EOC and coordinate activity with Emergency Management particularly concerning State resources.
- Additional duties are also found in the various [Annexes and Procedures](#).

## 21. USDA County Emergency Board (Consolidated Farm Service)

- Prepare Flash Situation Reports.
- Provide leadership and guidance on disaster procedures to the agriculture community.
- Conduct [damage assessment](#) for agriculture.
- Additional duties are also found in the various [Annexes and Procedures](#).

## VI. DIRECTION AND CONTROL

- A. Direction and Control provides for an efficient response to an emergency by coordinating all response and recovery activities through one central location. The [Emergency Operations Center](#) (EOC) is the base of operation for all emergency management activities for the county. Members of the Emergency Management organization will be familiar with plans and procedures to cope with an emergency. The Chairman, County Commissioners, or designee will decide whether to activate the EOC. The overall direction and control of emergency activities in a crisis situation is vested with the Chairman, County Commissioners.
- B. Upon declaration of a local [State of Emergency](#) the Chairman of County Commissioners, County Manager, and Emergency Management Coordinator will operate from the EOC and along with other elected officials and the Public Information Officer and Safety Officer will comprise the [Control Group](#).
- C. Initially, emergency operations will be conducted locally with little or no outside assistance or coordination.
- D. On-site direction and control will be established by the senior officers of the emergency service having primary responsibility for the situation utilizing the Incident Command System ([ICS](#)). Unified Command or operations that require the integration of local, state and federal response forces will operate under the [National Incident Management System](#).

## VII. CONTINUITY OF GOVERNMENT

### A. General:

The possibility that emergency and disaster occurrences could result in disruption of government functions necessitates that all levels of local government and their departments develop and maintain procedures to ensure continuity of government. These procedures will name who will be the decision-makers if an elected official or department head is not available.

### B. Line of Succession:

The line of succession of the County Board of Commissioners / Town / City Council / Alderman proceeds from the Chairman to the Members of the Board in accordance with jurisdictional policy or law. Lines of succession for the Emergency Management Coordinator and department / agency heads with emergency responsibilities are shown in the appropriate procedure.

### C. Preservation of Vital Records:

It is the responsibility of the elected officials to ensure that all legal documents of both a public and private nature recorded by designated officials be protected and preserved in accordance with existing laws, statutes and ordinances. Each department or agency is responsible for the preservation of essential records to ensure continued operational capabilities.

### D. Relocation of Government:

The County provides for the relocation of the governing body to the [Emergency Operations Center](#) during times of emergency, if necessary. If the primary Emergency Operations Center is determined inoperable, the governing body will relocate to an alternate Emergency Operations Center facility as needed. Municipal governments will relocate to facilities within their jurisdictions capable of providing emergency operations. If needed, the County EOC will help support this.

## VIII. ADMINISTRATION AND LOGISTICS

### A. General:

The Emergency Services Communications Center operates continuously 24 hours per day and is administered by the Washington County Office of Emergency Management. Day-to-day operations are under the [Emergency Management Coordinator](#).

The operational readiness and operations of the [Emergency Operations Center](#) is the responsibility of the Emergency Management Coordinator.

B. Records and Reports:

Records of expenditures and obligations during emergency operations must be maintained by county government. Narratives and operational journals of response actions will be kept.

C. Compliance with law:

1. Washington County makes every attempt during all operations including emergency and / or disaster operations to comply with all applicable General Statutes of the State of North Carolina and all regulatory requirements of the various state agencies including but not limited to:
  - o Department of Labor
  - o Department of Health and Human Services
  - o Department of Environment and Natural Resources
2. Washington County makes every attempt during all operations including emergency and / or disaster operations to comply with all applicable federal law and regulatory requirements of various federal agencies including but not limited to:
  - o [The Robert T. Stafford Disaster Relief and Emergency Assistance Act](#)
  - o [Pets Evacuation and Transportation Standards Act](#)
  - o [Americans with Disabilities Act](#)
  - o [Clean Air Act](#)
  - o [Occupational Safety and Health Administration](#)
3. Consumer complaints pertaining to alleged unfair or illegal business practices during emergencies will be referred to the State Attorney General's Consumer Protection Division.
4. There will be no discrimination on grounds of race, color, religion, nationality, sex, age, or economic status in the execution of disaster preparedness or disaster relief and assistance functions. This policy applies equally to all levels of government, contractors and labor unions.

D. Agreements and Understandings

Agreements and understandings must be entered into by duly authorized officials and should be formalized in writing whenever possible prior to emergency situations.

Should local government resources prove to be inadequate during emergency operations, requests for assistance will be made to other jurisdictions, higher levels of government, and other agencies in accordance with existing or emergency negotiated mutual-aid agreements and understandings. Requests for State and Federal resources must be made through the local Emergency Management Coordinator to the Branch Office. From there, such requests are forwarded to the State Emergency Operations Center.

Organizations tasked with responsibilities in the implementation of this plan are responsible for providing their own administrative and logistical needs and for the preparation and maintenance of a resource list for use in carrying out their emergency responsibilities.

## IX. PLAN DEVELOPMENT AND MAINTENANCE

- A. Each agency, department, or group assigned responsibilities in this plan participated in its development and is required to develop standard operating procedures (SOPs) in support of the plan.
- B. Annual review of this plan by all officials / departments/ agencies involved is mandatory. This includes coordinating revision through the Emergency Management Agency. A critique is required following any execution of the plan.
- C. This plan will be exercised annually. Any execution of the plan may substitute for an annual exercise.
- D. Updates, changes, modifications, additions, deletions and / or corrections to this plan may be determined to be

updates, changes, modifications, additions, deletions and / or corrections to this plan may be determined to be administrative in nature and may not require approval of the County Board of Commissioners or the re-approval or promulgation of the entire plan. Decisions regarding such shall be made by the Emergency Management Coordinator in coordination and consultation with the County Manager. If the County Manager feels the updates, changes, modifications, additions, deletions and / or corrections to this plan are significant and that Board action is advised, the Emergency Management Coordinator shall prepare appropriate documentation and submit the documentation, through normal channels, to the Board of Commissioners for consideration.

Emergency updates, changes, modifications, additions, deletions and / or corrections to this plan and / or any policy, procedure or annex that is part of this plan, may be made as an emergency interim measure with written approval of Chairman of the Board of Commissioners without prior consent or approval of the entire Board sitting in either regular or emergency session.

## X. AUTHORITIES AND REFERENCES

The following listed authorities and references were consulted to support this plan.

A. Federal Authorities and References used in the development of this plan include:

- [Public Law 93-288 as amended by Public Law 100-707](#) (Stafford Act)
- [OSHA \(29 CFR 1910.120\)](#)
- [Community Right-to-Know Act \(SARA TITLE III\)](#)
- [Federal Communications Commission \(FCC\) rules and regulations](#)
- [FEMA Equipment Cost Schedule](#) 
- [Emergency Alert System - Code of Federal Regulations \(47 CFR Part 11\)](#)
- [National Security Decision Directive #259](#)
- [Homeland Security Presidential Directive 5](#)
- [Homeland Security Presidential Directive 8](#)
- [Local Government Emergency Planning](#) (SLG 101)
- [Nuclear Attack Planning Base 1990 \(NAPB 90\)](#), April 1987 *[historical document]*
- [National Incident Management System](#) (NIMS)
- [National Response Framework](#) *[formerly Federal / National Response Plan]*
- [Americans with Disabilities Act](#) (ADA)

B. State Authorities and References used in the development of this plan include:

- [Emergency Management Act of 1977, N.C. General Statutes 166-A](#), as amended
- [N.C.G.S. 162B Continuity of Government](#)
- [N.C.G.S. 143-215 Oil Spill Act](#)
- [N.C.G.S. 14-288.1 Riots and Civil Disorder](#)
- [N.C.G.S. Chapter 130A](#) *(Public Health)*
- [N.C.G.S. 132-1.7 Public Record](#)
- [N.C.G.S. 104E Radiation Protection Act](#)
- [N.C.G.S. 115C-242\(6\) Use of School Buses in Declared Emergency](#)
- [The NC Hazardous Chemical Right to Know Act](#)
- [Statewide Mutual Aid Agreement](#) 
- [North Carolina Emergency Operations Plan](#) 

C. Washington County Authorities and References used in the development of this plan include:

- [Washington County State of Emergency Ordinance](#)
- [Washington County Emergency Management Ordinance](#)
- [Washington County Price Gouging Prevention Ordinance](#)
- [Proclamation of a Local State of Emergency](#)
- [Proclamation Terminating a Local State of Emergency](#)
- [Washington County Proclamation Adopting the National Incident Management System](#) 



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