DEMING/LUNA COUNTY SOLID WASTE TRANSFER STATION

SITE OPERATIONS PLAN

REVISED AUGUST 2020

UNIVERSAL WASTE SYSTEMS, INC.

TABLE OF CONTENTS

DEMING/LUNA COUNTY SOLID WASTE TRANSFER STATION

5470 Highway 549 SE

Deming, New Mexico 88030

SITE OPERATING PLAN

Universal Waste Systems, Inc. operates the Deming/Luna County Solid Waste Transfer Station in Deming, New Mexico for the purpose of providing responsible solid waste management resources *to all residents within the incorporated and unincorporated areas of Luna County.*

INTRODUCTION

The Deming/Luna County Solid Waste Transfer Station (Transfer Station) opened for operation in April 2010 and was owned and operated by the City of Deming.[1] Waste generated by the City of Deming and/or Luna County residents and commercial businesses within the City of Deming and unincorporated Luna County is received at the Transfer Station. From the Transfer Station, the waste is transported to the Butterfield Trail Regional Landfill, located approximately 14 miles west of Deming on Interstate 10.

On July 1, 2020, the City of Deming entered into a contract with Universal Waste Systems, Inc. (UWS). The terms of the contract include UWS' purchase of the Deming/Luna County Solid Waste Transfer Station over a specified period, at the end of which the conveyance of the property will occur. Until the ownership of the property is formally transferred, UWS will operate and insure the Transfer Station.

SECTION 1. EMERGENCY PROCEDURES AND CONTACTS

In the event of an emergency, the Contingency Plan, herein attached to this document as Appendix B, will take precedence over the Site Operating Plan. The Contingency Plan contains

[1] Deming/Luna County Transfer Station Facility ID No: SWM-031641

contact information and procedures to be implemented in during an actual emergency or for emergency training purposes. The safety of the public and all personnel is of paramount importance. Any threat to human health and safety or to the environment, real or perceived, will initiate the implementation of the Contingency Plan.

SECTION 2. DEMING/LUNA COUNTY TRANSFER STATION OPERATING PLAN

The Site Operating Plan (SOP) is comprised of detailed information regarding the policies and procedures utilized during the daily operations of the Deming/Luna County Transfer Station (Transfer Station), but is not intended to be a comprehensive operating manual. This SOP presents general guidance for facility management and personnel to operate the facility in a manner consistent with the New Mexico Environment Department (NMED) rules, the approved design, NMED's Transfer Station registration requirements, and Universal Waste Systems, Inc. policies to prevent nuisance, and more importantly, protect the health and safety of humans and the environment.

2.1 Purpose

The purpose of the Deming/Luna County Transfer Station is to provide the residents of incorporated and unincorporated Luna County with a safe, convenient facility at which to responsibly dispose of household trash, green waste, bulk items, tires, and white goods, as well as to access free recycling opportunities. The facility serves as a supplement for residential household collection and is accessible to all residents of Luna County. The facility further serves as a transfer location for residential and commercial waste collected by UWS on behalf of the City of Deming.

SECTION 3. FACILITY INFORMATION

3.1 Legal Description

The legal description of the property is as follows:

Part of NW ¼ of Section 32, Township 23 South, Range 8 West. The GPS Coordinates are Latitude 32.268648, Longitude -107.692908.

3.2 Hours of Operation

The Transfer Station is open to the public from 8:30 a.m. – 3:30 p.m. seven days per week. The Transfer Station may operate outside of regular business hours on a non-emergency basis. Adequate lighting is provided if operating before sunrise or after sunset.

3.21 Holidays

The Transfer Station will close for the observance of the following holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving
- Christmas

Planned closures are advertised at least two weeks in advance at the site as well as on the following entities' websites and/or social media:

- UWS of NM
- City of Deming
- Luna County

Unplanned closures, including those for inclement weather, may occur on a case-by-case basis to protect the health and safety of customers and employees. A notice will be placed on the City, County, and UWS websites and/or social media, if possible.

3.3 Waste Stream

- Origin: USA, New Mexico, Luna County, including all incorporated and unincorporated communities.
- Expected Life: The Transfer Station was designed and planned as a permanent facility. The expected life of the facility will exceed the full 20 year life of the permit, unless an unexpected circumstance requires contingency closure.
- . The population comparisons and load data are shown in the table on the following page:

	Census 2000 Population (1)	Census 2010 Population (2)	Solid Waste Generated TPY (3)	PCD (4)
City of Deming (includes 3,000 transients)	**17,116**	**17,855**	**9,821**	**1.56**
County of Luna (less municipal) (includes 3,000 transients)	**12,135**	**11,547**	**6,279**	**1.56**
Total City and County	**29,251**	**29,402**	**16,100**	**1.56**

(1) Population data for Deming and Luna County is based on the 2000 census population from the U.S. Census Bureau. Population data for the County of Luna is less the census population for Deming and the Village of Columbus.

(2) Population data for Deming and Luna County is based on the 2010 census population from the U.S. Census Bureau. Population data for the County of Luna is less the census population for Deming and the Village of Columbus.

(3) Based on the above population comparisons and average Transfer Station tonnages in 2020 reported by the Butterfield Trail Regional Landfill, the transfer station will receive an average of 16,100 TPY during the first 20 years of operation. Assuming a 7-day workweek, the average daily waste flow is 44 tons.

(4) PCD (pounds per capita per day) is the average amount of solid waste generated daily by each resident based on the 2010 county census population of 29,402 (includes 6,000 transients) and the to-date average annual 2020 tonnages (46,000) disposed of at the Butterfield Trail Regional Landfill. Figures for quantity of solid waste from the Butterfield Trail Regional Landfill.

The average amount of solid waste generated in the City of Deming and unincorporated Luna County area is approximately 46,000 tons per year, as reported by the Butterfield Trail Regional Landfill. Using actual tonnage data from the BTRL, the Transfer Station processes approximately 16,100 tons annually with an average daily load rate of 44.11 tons, based upon a seven-day workweek. This translates to approximately 392 cubic yards per day. The design of the Transfer Station ensures a capacity in excess of 240 cubic yards per day monthly average. As summarized in the above table, population growth in Luna County is relatively static; thus, the average daily load rate is expected to remain relatively stable during the life of the facility and the renewed permit life beginning in 2021. Should there be a population surge, it is predicted that, given the design capacity of the Transfer Station, there is sufficient capacity to accommodate a significant increase in daily tonnages and sufficient property to expand the facility, if necessary.

- Type/Composition: UWS will accept residential household waste, construction and demolition debris, bulky items, yard waste, and passenger tires with a limit of four per customer. Tires are collected in a roll off container and transported to the Luna County Tire Recycling Facility when sufficient quantities are collected in full compliance with applicable provisions of the Recycling, Illegal Dumping, and Scrap Tire Management Regulations (RIDSTMR; 20.9.20 NMAC). Including the scrap tire manifest system.
    - Construction and Demolition Debris: Construction and demolition debris is defined as material generated from construction, remodeling, repair, and/or demolition of structures, which include, but are not limited to, building materials, asphalt roofing shingles, and wall board. C & D excludes asbestos and other special wastes. Asbestos-containing materials will not be accepted, regardless of origin, quantity or type.
    - Clean Fill: Haulers are encouraged to not dispose of clean fill at the Transfer Station. Small amounts of clean fill material accepted at the Transfer Station will be handled in the same manner as MSW and disposed of at the Butterfield Trail Regional Landfill. Clean fill material accepted at the Transfer Station as MSW will be managed in a manner that does not create a public nuisance, a potential safety hazard, or adversely impact the environment.
    - Liquid Waste: Liquid wastes are not accepted at the Transfer Station, except for household wastes in containers similar in size to that normally found in households and recyclable liquid waste. Recyclable liquid waste (used oil, antifreeze, paint, etc.) will be stored for no longer than 12 months and in accordance with 20.9.5.8.D NMAC, shall have secondary containment and be maintained in a covered area that is not exposed to the weather.
- Operational Rate: The Transfer Station is designed to be a municipal solid waste Transfer Station, operating within the requirements of the latest revision of the New Mexico Solid Waste Rules (20.9 NMAC). A Transfer Station, as defined in the Rules, is as follows: “Transfer Station” means a facility managed for the collection and accumulation of solid waste with an operational rate of greater than 240 cubic yards per day monthly average.”
- Recyclables: In order to divert waste from the Transfer Station and BTRL, recyclables are accepted at the onsite Deming/Luna County Recycling Hub Facility. A separate DLCRHF Operations Plan will be submitted as Appendix C of this document discussing operations of that facility. Appropriate containers for recyclable solid waste materials are available for voluntary use by the public. The recycled materials are transported off site in a timely manner as containers are filled or sufficient quantities are collected.

Determined by identified market values, recyclables accepted include:

- Plastics 1-7
- Cardboard
- Mixed Paper
- Aluminum
- White Goods/Metals

3.4 Prohibited Waste

The Transfer Station is a solid waste Transfer Station registered with the New Mexico Environment Department Solid Waste Bureau, Facility ID No: SWM-031641. Transfer Stations are prohibited from accepting:

- Hazardous Materials, Special Wastes, and Other Unauthorized Waste: Hazardous materials, special wastes and all other unauthorized wastes, including radioactive waste, that are prohibited by Federal and State law or prohibited by the receiving solid waste facility are not accepted for disposal at the Deming/Luna County Transfer Station. Should unauthorized materials be illegally disposed at the site, the New Mexico Environment Department will be notified and a hazardous waste management company will be immediately contacted to handle the disposal and cleanup. A record of the discovery and remediation of hazardous, special, or excess waste will be documented and maintained in the site's operating record.
- The Transfer Station will not dispose of any type of non-hazardous material at a solid waste facility that is excluded from the definition of solid waste, unless permitted to do so.

SECTION 4. WASTE STREAM PROCESSING

4.1. Receipt of Materials

The Transfer Station has a certified 100,000 pound truck scale operated in accordance with New Mexico Department of Agriculture requirements. The scale is used for commercial account billing purposes only. Residential users are directed to the facility's tipping floor without using the scale. **NOTE:** All waste received at the Butterfield Trail Regional Landfill from the Transfer Station is weighed prior to unloading into the active cell.

The Transfer Station requires all vehicles entering the facility to be properly covered and

enclosed to prevent the indiscriminate blowing of debris from the vehicle while it remains within the confines of the solid waste facility. All requirements related to the collection and transportation of solid waste while in route to or from the DLCTS, as well as the removal of waste from the vehicle, will be the responsibility of the owner and operator of the vehicle.

4.2 Materials Handling

4.2.1 Unloading

Transfer Station employees are trained to direct customers vehicles to the tipping area for disposal. Two tipping lanes are open at all times. During peak demand, two additional lanes on the opposite side of the surge pit may be used to decrease wait times. The waste is dumped onto the tipping floor or directly into the surge pit. The waste is inspected on the floor or in the pit. Scavenging at the Transfer Station is prohibited.

Unloading is supervised by a Transfer Station employee trained in the procedures outlined in the Waste Screening Plan provided in Appendix A and a certified operator or representative is available at all times while the facility is in operation.

At no time will a UWS employee drive or operate any customer vehicles or trailers to the tipping area. All customers must back their own vehicles and trailers.

4.2.2 Loading and Compaction

The Transfer Station is designed for loading of waste into top loading trailers. A rubber-tired backhoe loader is used to compact and push the waste to the east end of the Transfer Station where it is discharged into individual transfer trailers. The loader bucket is used to compact the waste, as necessary. As the tipping floor and surge pit are inside the enclosed metal structure of the Transfer Station, any blowing litter is contained within the building. The facility design allows full transfer trailers to be replaced without interrupting customer dumping. Trailers are designed, engineered, and rated to perform satisfactorily at all times. Trailers shall be of a height and width that does not require special permits for use on public roads. Overall outside length, height, bridge span, and distance between axles of trailers shall conform to all applicable local, state, and federal regulations. Trailers shall be designed and maintained so that content does not become a safety issue or nuisance while in transit or in storage.

4.2.3. Transportation

The Transfer Station receives large collection vehicles from the residential and commercial waste services provided to the City of Deming through contract with UWS, Inc. Private residential and small commercial concerns dispose of waste at the Transfer Station, as well. Therefore, vehicles entering the facility primarily consist of compacting collection trucks and passenger cars and trucks. UWS is responsible for controlling movement of traffic on site at the Transfer Station. UWS will assist disabled vehicles when possible and remove them from the unloading operation areas when necessary. Facility staff shall enforce all Transfer Station rules. UWS is responsible for establishing (and periodically changing) the Transfer Station rules as they deem necessary. During heavy traffic flow or inclement weather, UWS may direct vehicles to areas other than normally designated areas consistent with operational safety.

VEHICLES UTILIZING FACILITY

Incoming Loads: Vehicle Type	Approximate Size	Frequency
Collection Vehicles (compacting trucks)	24-36 CY, less than 12,500 GRW	Low of 1 per day; high of 8 per day
Private Vehicles	1-20 CY	25-300
Outbound Loads: Vehicle Type	**Approximate Size**	**Frequency**
Semi tractor with open-top trailer	110 CY	20-28 per week

The route to the Transfer Station from Deming is via NM- 549 east. All waste brought in by the collection vehicles mentioned above use this route as the City of Deming is directly west of the Transfer Station. The road surface is sufficient to support the weight of the vehicles. Discussion of bridges with regard to the route access of the Transfer Station is not applicable.

NM-549 is a four lane paved state highway. Normal traffic is sparse and intermittent. There are no predicted impacts to traffic to and from the facility. Because the facility is in an industrial zone and has been in existence as a Transfer Station for two decades, the number and types of vehicles using the facility are not a concern for surrounding properties.

MSW is transported on a daily basis to the Butterfield Trail Regional Landfill, located approximately 14 miles west of Deming on Interstate 10. While not anticipated, should the Butterfield Trail Regional Landfill not be able to accept solid waste from the Transfer Station for

any reason, the solid waste will be transported to another approved or permitted landfill, including the Corralitos Regional Landfill or the Southwest New Mexico Regional Landfill in neighboring Doña Ana and Grant counties, respectively.

The safety of the driver and of the public is of paramount importance. If the following procedures cannot be implemented due to an unforeseen circumstance, the load shall not be transported and other arrangements shall be made for disposal. An example of such an occurrence is inclement weather causing unsafe driving conditions. Waste transfer trailers are removed from the Transfer Station site for disposal as soon as is practical after the vehicle is filled by weight or by volume, or sooner if necessary to prevent a safety hazard.

Transportation procedures include the following:

- The load will be tarped or otherwise covered to prevent blowing litter and other safety hazards. As the facility is located in a rural area with neither residences nor businesses nearby, transportation noise is not a major consideration.
- All loads shall comply with DOT load restrictions. The driver will make the final recommendation to the site supervisor on the estimated maximum capacity of all truck loads. It is the responsibility of the site supervisor to ensure trucks are not overloaded and that the recommendation as prescribed by the driver is considered.
- To ensure the safety of the driver, the driver shall inform the site supervisor of the expected route to be taken. Any deviations from the expected route will be transmitted to the site supervisor. The driver will indicate departure and return times in a log kept at the site or in the vehicle. Any situations or circumstances that may have caused a delay or mechanical issues with the vehicle or trailer shall also be part of the return log.
- In the event of mechanical failure, safety concern, or other on-the-road delay in waste delivery, the driver shall notify the supervisor as soon as reasonably possible. If a message is left for with supervisor, the message shall include the time of the message, the location of the truck, safety status of the driver, nature of the problem and what action has been taken as of the time of the message.

4.2.4 Landfill Disposal

All waste collected at the Deming/Luna County Transfer Station is disposed of at the Butterfield Trail Regional Landfill located 14 miles west of Deming on Interstate 10. The landfill is permitted to accept both MSW and Special Waste, Permit numbers are SWM-031632 and SWM-

031631(SP), respectively. While not anticipated, should the Butterfield Trail Regional Landfill not be able to accept solid waste from the Transfer Station for any reason, the solid waste will be transported to another approved or permitted landfill, including the Corralitos Regional Landfill or the Southwest New Mexico Regional Landfill in neighboring Doña Ana and Grant counties, respectively. At the landfill, the drivers will:

- Obey all rules of the landfill.
- Collect and keep a record of disposal, (weigh ticket) to be turned in upon return to the Transfer Station.
- Wear high-visibility and appropriate safety gear (vest/shirt, glasses, boots, etc.) when outside of the vehicle.
- Ensure that the trailer is emptied before leaving the site.

4.2.5 Alternative Waste Handling

The Transfer Station is designed to operate on a continuous basis. Equipment is available from local vendors on a rental basis to allow for effective substitute operation if a primary piece of equipment is out of operation due to maintenance or repair.

One cause of disruption in operation at the Transfer Station is the inability to transport solid waste to the Butterfield Trail Regional Landfill or another permitted or approved landfill. This could be due to adverse weather conditions or to the landfill operating hours differing from the operating hours of the Transfer Station. For example, if incoming waste volumes are such all available transfer trailers are filled to capacity on a Sunday when the BTRL Landfill is closed, the Transfer Station would close early on that day.

While not anticipated, should the Butterfield Trail Regional Landfill not be able to accept solid waste from the Transfer Station for any reason, the solid waste will be transported to another approved or permitted landfill, including the Corralitos Regional Landfill or the Southwest New Mexico Regional Landfill in neighboring Doña Ana and Grant counties, respectively.

If, for some reason, waste is unable to be transferred to a landfill, solid waste will remain in covered trailers and will be transported for disposal the following day.

SECTION 5. HEALTH AND SAFETY PROCEDURES

5.1 Safety Equipment

The collections center and administrative office will maintain an inventory of safety equipment that includes personal protective equipment (PPE) available to our staff members and an additional inventory of PPE for community service workers and guests.

Staff will be trained in the use of PPE and provided with the following PPE that is to be used appropriately:

- Safety Boots – OSHA approved and approved by UWS management
- Reflective vests
- Leather work gloves
- Safety glasses
- All other equipment as appropriate, including facemasks.

Emergency equipment to be kept at the Transfer Station includes:

- 5 lb. ABC fire extinguishers in all vehicles, on all heavy equipment, and in the office and lunchroom areas
- Emergency eyewash
- First aid kit
- Spill absorption material
- Container of emergency water
- Yard tools – for fighting and containing spills

5.2 Odor and Vector Control

The major cause of the generation of odors in a municipal solid waste facility is the decomposition of the waste material. This decomposition results in the generation of various gases that may be odorous and/or explosive.

Waste is brought into the Transfer Station in enclosed vehicles. Tarps are required on non enclosed vehicles or trailers. If the waste load is unsecured or the cover deemed ineffective, the hauler will be assessed a fine of five dollars ($5.00) and a receipt given. Unloading, processing, and loading of waste occurs within the facility structure.

No solid waste is left inside the Transfer Station at the end of an operating day. Temporary storage of solid waste inside transport trailers that are left outside of the Transfer Station building overnight is allowed. The Transfer Station material handling pits are cleaned daily of all loose materials and litter. Solid waste received at the Transfer Station is transferred daily to the Butterfield Trail Regional Landfill, or another approved or permitted landfill, and no waste is stored at the Transfer Station long enough for decomposition to begin. A daily cleaning regime also assures that all litter and loose waste is removed from the site in a timely manner that minimizes the potential for odor generation.

Staff will be alert for unusually high vermin/vector counts. If the problem persists, humane pest removal efforts will be implemented. Standing water will be treated with a pesticide spray to address potential mosquito issues. Weed control will occur through use of an herbicide and/or mowing to ensure that tall weeds do not exacerbate a vermin or vector problem.

5.3 Equipment

All equipment used for waste handling, moving, and transport have operational safety feature, are maintained per the maintenance schedule, and are operated by competent, trained personnel. Minimum equipment requirements at the Transfer Station provide the ability to:

- Move received waste from the tipping floor to the surge pit.
- Move received waste from the surge pit into the transport trailers.
- Move waste inside the transport trailers.
- Move transport trailers.
- Move waste from transport pit back to surge pit.
- Move various other waste, materials, or equipment at the facility, as required.

EQUIPMENT LIST

- 2012 FREIGHTLINER TRACTOR
- 2009 FREIGHTLINER TRACTOR
- 1993 INTERNATIONAL TRACTOR
- 2009 SPEC TEC TRAILER
- 2009 SPEC TEC TRAILER
- MCCLAIN TRAILER
- 2012 CASE SKID STEER
- CASE 580 L BACKHOE
- CAT 305 C MINI EXCAVATOR

- VOLVO WHEEL LOADER LG 35GS
- 98 CASE W20C WHEEL LOADER
- NEXGEN GEMINI BAILER
- PRO TILT RECYCLE TRAILER
- PRO TILT RECYCLE TRAILER
- PRO TILT RECYCLE TRAILER
- PRO TILT RECYCLE TRAILER
- PRO TILT RECYCLE TRAILER
- PRO TILT RECYCLE TRAILER
- CAT FORKLIFT 2P5000
- BLUFF STEEL YARD RAMP

5.4 Fire Prevention

No fires or burning material will be allowed onsite at the Transfer Station. No oily rags or other possible sources of spontaneous combustion will be stored at the Transfer Station. Fire extinguishers will be placed in the transfer trucks, on all heavy equipment, and in the scale house, tipping area, and office areas. Staff will be trained to respond to any fire immediately and appropriately. Smoking is prohibited in the Transfer Station site.

In case of fire, the burning material will be isolated away from the facility. See the Contingency Plan for additional information regarding fire.

5.4.1 Hot Loads

All loads will be inspected for hot loads. Hot Loads are solid wastes that are either smoldering, on fire, notably warm or hot to the touch, or have the potential to ignite into flames when delivered to the facility. In the event that a hot load is received, it will be extinguished prior to disposal. Burn barrels showing evidence of burned MSW will not be accepted for disposal, drivers will be given verbal and or written information concerning illegal waste burning and associated health hazards, and this information will be recorded and kept on file at the Transfer Station.

5.5 Air Quality

Open burning of solid waste is prohibited. Dust is controlled through the use of paving materials to cover all routes used by vehicles. All other site areas that are not paved have either been seeded with natural vegetation or are watered as needed to lessen the dust.

5.6 Surface Water Requirements

Diversion ditches and general site grading will be maintained to direct storm water flow away from the Transfer Station. The ditches are designed to divert the run-off from a 24-hour, 25-year storm.

SECTION 6. LITTER CONTROL

Every practicable measure will be taken to contain litter. During tipping and handling, blowing litter is contained within the confines of the Transfer Station structure and the materials handling pits. Perimeter fencing also serves to prevent litter from blowing into the surrounding properties. Litter is picked up from the Transfer Station daily and as needed by staff to maintain a professional appearance at the facility.

SECTION 7. FACILITY PERSONNEL

A certified operator is available during all hours of operation. All staff, including supervisors, operators, and attendants are trained in waste screening, as per Appendix A.

When hired, Transfer Station employees are trained to implement the Contingency Plan and at least annually thereafter. In the event that temporary employees or inmate workers with correction officer supervision are used at the Transfer Station, a brief safety meeting/briefing summarizing the Transfer Station Contingency Plan will be held with all temporary personnel and copies of the Contingency Plan will be readily available at the Transfer Station. All training and safety meeting/briefings will be documented and kept in the facilities operating record.

SECTION 8. RECORD KEEPING & ANNUAL REPORTS

Transfer Station personnel shall completely fill out and maintain on site the attached operating records for the current month and the previous twelve months, at a minimum, in accordance with the requirements of 20.9.5.16.B NMAC. A copy of the annual Financial Assurance Report will be kept on file at UWS, Inc.'s headquarters office in Albuquerque, New Mexico. The Site Operating Plan, Waste Screening Plan, and Contingency Plan will be kept at the Scale House and in the office of the Transfer Station. A complete and current copy of the facility permit, final order issuing permit, and any approvals granted under 20.9.2 – 20.9.10 NMAC.

Operating Records:

- Daily Operating Record
  - A Daily Operating Record will be used to record the type, weight/volume as per commercial weigh-in at the scale house or as per weight tickets from the landfill or other proper disposal source, commercial hauler (if applicable), and origin of municipal solid waste. The type, weight/volume and final location of recycled materials will also be recorded in the Daily Operating Record.
- Random Load Inspection Forms
- Record of any solid waste handling problems or emergency disposal activities.
- Record of any deviations from the approved design or operating plans
- Record of all monitoring and testing results.
- Record of compliance with Site Operating Plan, Waste Screening Plan, and Contingency Plan
- Daily log of construction activities, if applicable.

Data collected through the operating records will be used to support reports submitted to the New Mexico Environment Department on an annual basis within 45 days from the end of each calendar year. Operating records and copies of annual reports for the DLCTS shall be maintained through post closure (if applicable).

SECTION 9. FACILITY ACCESS

9.1 Gate

The gate to the Transfer Station is locked except during the hours of operation. Public access is permitted only when operating personnel are on-site.

9.2 Signage

Signs are maintained approximately one mile west and east of the Transfer Station and at the entrance to the Transfer Station. The sign at the Transfer Station entrance contains the hours of operation and the emergency phone number. On-site directional signs are used to direct incoming vehicles to the dumping and recycling areas.


PLEASE
WAIT YOUR TURN
POR FAVOR
ESPERA TU TURNO
PLEASE
Clean Up After Yourself!
POR FAVOR
Limpia después de ti
We Reserve the Right to Refuse Service to anyone.
Nos reservamos el Derecho a Servicio de rechazo cualquiera.
NO BRANCHES OVER 6' ft Long or 5" inches in Diameter
NO ramas de más de 6 pies de largo o 5 pulgadas de diametro


PROHIBITED
FIRES & SCAVENGING
ALL CHILDREN & PETS MUST REMAIN IN VEHICLE AT ALL TIMES!
$5.00 Minimum Per Load
$5.00 per Tire
Maximum 2 Tires per Load
PASSENGER VEHICLE TIRES ONLY
Mattresses $5.00 each
Furniture $5.00 per Item


SPEED LIMIT
5
Límite de Velocidad


ABIERTO
7 DIAS A LA SEMANA
OPEN
8:30 AM TO 3:30 PM


UWS
Universal Waste Systems, Inc.
(575) 208-5837

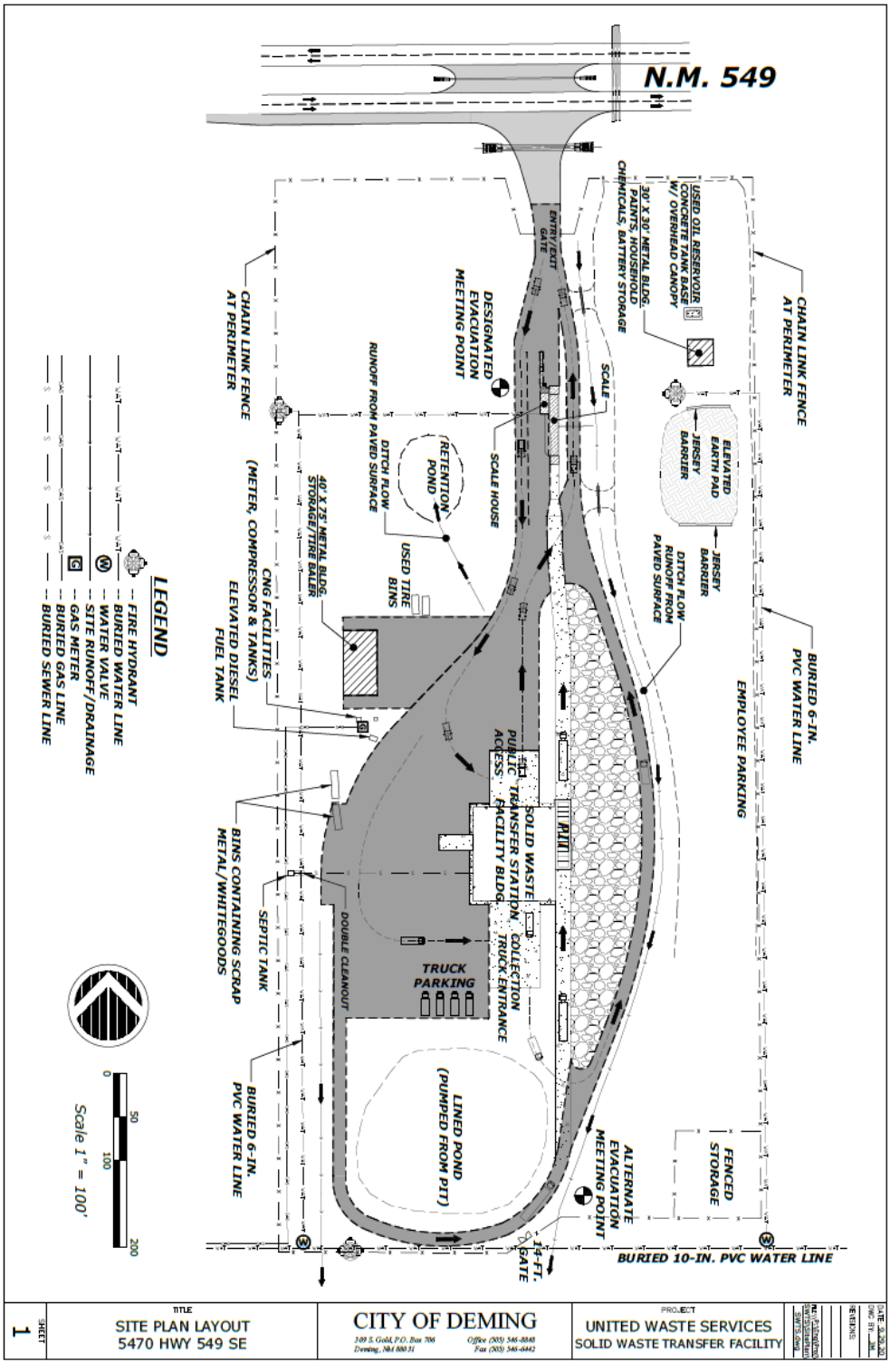
9.3 Fencing

Perimeter fences include three strand barbed wire fencing marked with ”No Trespassing” signs at 500-foot intervals. All fencing and signage is inspected and maintained on a regular basis.

SECTION 10. SITE LOCATION

The Deming Luna County Transfer Station is located at 5470 NM- 549 SE in Deming, New Mexico. Please see the following pages for the property map and site map.

ADJACENT STRUCTURES–NONE



SHEET 1	TITLE: SITE PLAN LAYOUT 5470 HWY 549 SE	CITY OF DEMING 109 S. Gold, P.O. Box 706 Deming, NM 88031 Office (505) 546-8848 Fax (505) 546-6442	PROJECT: UNITED WASTE SERVICES SOLID WASTE TRANSFER FACILITY	REVISIONS

DEMING/LUNA COUNTY SOLID WASTE TRANSFER STATION

WASTE SCREENING PLAN
APPENDIX A

REVISED AUGUST 2020
UNIVERSAL WASTE SYSTEMS, INC.

WASTE SCREENING PLAN

BACKGROUND

The New Mexico Solid Waste Rules (20.9.5.8.B(2) NMAC) requires that a plan be prepared, for approval by the Secretary, to inspect loads to detect and prevent the disposal of regulated hazardous and unauthorized waste, including hazardous waste, hot waste and PCBs. The Waste Screening Plan (plan) is to include the following:

- Inspection frequency;
- Inspection personnel;
- An inspection area located away from the tipping area; and
- A training program for facility employees in the identification of unauthorized waste including hazardous waste and PCBs.

Regulated hazardous wastes are those wastes which are defined in 40 CFR §261.3, except those which are excluded by definition 40 CFR §261.4(b), or those which were generated by a conditionally exempt small quantity generator as defined in "Procedures for Excluding the Receipt of Hazardous Waste;" 40 CFR §261.5(c). Characteristic hazardous wastes are wastes that have ignitable, corrosive, reactive or toxic characteristics. In addition to the wastes defined above, Universal Waste Systems, Inc. (UWS) prohibits disposal of infectious waste, as defined in 20.9.8.13 NMAC, at the Deming/Luna County Solid Waste Transfer Station (Transfer Station).

The following plan has been prepared for the Transfer Station. The personnel at the Transfer Station assigned to the tipping floor and with documented training on this procedure determine which loads are to be inspected and at what frequency.

SECTION 1. FREQUENCY OF INSPECTIONS

Waste entering the Transfer Station will be screened at a rate of 1 load per day or 1% of the incoming loads per day, whichever is greater.

SECTION 2. INSPECTION PERSONNEL

Inspectors will protect themselves with proper clothing and personal equipment prior to

evaluating the suspect hazardous materials. Personnel will be trained on personal safety and in the recognition and handling of hazardous and unapproved special wastes.

UWS' personnel assigned to the tipping floor are responsible for the normal, continuous inspection of wastes as it is transferred to transport trailers. UWS will also assign and train additional employees as random load inspectors.

SECTION 3. INSPECTION AREA AND PROCEDURES

The inspection area will be a separate portion of the tipping floor or the special designated area. The loads to be inspected will be spread separately onto the inspection pad. If hazardous waste is identified, the area will be isolated. The Department will be contacted and an emergency response team, if warranted, will be directed to clean up the material. Coordination with the waste generator will be made for waste manifestation record at the time of discovery of the hazardous waste.

If hazardous content is found, the hauler, generating source company, and the Department will be notified that UWS has rejected a specific waste shipment. It will be in containerized isolation from public access, in accordance with the Emergency Response criteria, until removed by trained disposal personnel or a specialized contractor, depending on the type and condition of the substance. Such materials, having been confirmed as hazardous, remain the property and responsibility of the generator. If regulated quantities of hazardous materials are identified at the Transfer Station site, appropriate notification of the proper authorities (the Department and/or EPA) will be made by UWS.

SECTION 4. TRAINING PROGRAM

Personnel training, will include use of personal protective clothing and breathing apparatus, recognition of suspect materials by visual inspection, recognition, identification of materials by labeling and style or type of container and use of appropriate handheld instruments. Training will also address hazardous waste handling procedures and record keeping requirements.

Training will include the adherence to the UWS' weekly training schedule and hours in addition to continued education units provided by the Solid Waste Association of North America

(SWANA).

SECTION 5. RECORD KEEPING

Records will be kept of each inspection performed. All such records will be included and maintained as a part of the facility operating record. Inspection records will include the name of the inspector, date and time wastes were inspected, source of wastes inspected, delivery company, vehicle and driver identification and description of wastes and containers inspected. The Random Load Inspection Form for use in documenting random inspections of suspected hazardous wastes is included at the end of this plan.

SECTION 6. SUMMARY

The purpose of this plan is to develop procedures for the operating staff at the Transfer Station to inspect loads in order to detect and prevent the disposal of regulated hazardous and/or unauthorized waste.

RANDOM LOAD INSPECTION FORM

Date _____

INSPECTION INFORMATION

Inspector's Name:_____

Date of Inspection:_____

Time of Inspection:_____

Facility Name:_____

TRANSPORTATION COMPANY INFORMATION

Name:_____

Address:_____

Phone Number:_____

VEHICLE INFORMATION

Driver's Name:_____

Vehicle Type:_____

Vehicle License Number:_____

Vehicle's Last Stop:_____

Vehicle Contents:_____

OBSERVATIONS AND ACTIONS TAKEN

_____

_____

_____

_____

_____

_____

_____

_____

Photo Documentation: ___Yes ___No

Driver's Signature:_____ Date:_____

Inspector's Signature:_____ Date:_____

* Driver's signature denotes their presence during the inspection and does not admit, confirm or identify liability.

DAILY OPERATING RECORD

DATE:_____

OPERATOR NAME:_____

SOLID WASTE RECEIVED

Type	Weight or Volume	Hauler	Origin

SOLID WASTE HANDLING PROBLEMS:

EMERGENCY WASTE HANDLING ACTIVITIES:

DEVIATIONS FROM OPERATING PLAN:

RECYCLABLE MATERIALS

Type	Weight or Volume	Accepted	Shipped

SIGNATURE: _____

DEMING/LUNA COUNTY SOLID WASTE TRANSFER STATION

CONTINGENCY PLAN

APPENDIX B

REVISED AUGUST 2020

UNIVERSAL WASTE SYSTEMS, INC.

Table of Contents

DEMING/LUNA COUNTY SOLID WASTE TRANSFER STATION

5470 Highway 549 SE

Deming, New Mexico 88030

SITE CONTINGENCY PLAN

*Universal Waste Systems, Inc. operates the Deming/Luna County Solid Waste Transfer Station in Deming, New Mexico for the purpose of providing solid waste managemen*t resources *to all residents within the incorporated and unincorporated areas of Luna County.*

INTRODUCTION

Since commencing operations in April 2010, MSW generated within the City of Deming and Luna County is transported to the Deming/Luna County Solid Waste Transfer Station (Transfer Station). From the Transfer Station, the waste is transported to the Butterfield Trail Regional Landfill or another approved/permitted landfill. 20.9.5.15 NMAC of the New Mexico Solid Waste Rules (Rules) requires that a contingency plan be prepared for the Deming/Luna County Solid Waste Transfer Station and be amended as needed.

This Contingency Plan presents measures that will be taken to address a wide range of situations that may occur at the Transfer Station during daily operations. The topics discussed are as required as per 20.9.5.15 NMAC. The purpose of the Contingency Plan is to set forth procedures for the Deming/Luna County Transfer Station that will be implemented if emergency situations were to develop and potentially endanger the health and safety of the employees, public, and/or environment. This Plan includes an effort to identify the potential dangers and the means to safely contain or control situations that might develop from fire, explosion, or the release of contaminants or hazardous wastes into the air, soil, or water.

It will be necessary to update this Plan whenever there is a change in the design or operation of the Transfer Station or when changes in emergency contact information occur.

The provisions of the Plans shall be carried out immediately whenever there is a fire, explosion, or the release of contaminants or hazardous wastes into the air, soil, or water that could

potentially endanger the health and safety of the employees, public, and/or environment.

This Contingency Plan and the Emergency Response Program have been prepared for the Deming/Lunas County Solid Waste Transfer Station to ensure the safety of site personnel and users in the event of emergencies at the Transfer Station. The Plan includes the following:

- Identification of the Emergency Coordinator.
- Actions to be taken by Transfer Station personnel in response to emergencies.
- Arrangements with local first responders.
- List of emergency equipment.
- Evacuation Plan.
- Expected contaminants.
- Location of the Contingency Plan and any applicable amendments.
- Activation and Notification Procedures.
- Emergency assessment.
- Emergency monitoring.
- Post-emergency activities.
- Waste handling.

SECTION 1. DESIGNATED EMERGENCY CONTACTS

Primary Contact/Emergency Coordinator:	Richard McBride
Title:	Operations Supervisor
Cell Phone:	(575) 494-1387
Office Phone:	(575) 208-5837

Secondary Contact:	Enrique Portillo
Title:	Transfer Station Supervisor
Cell Phone:	(575) 545-1689
Office Phone:	(575) 208-5837

Secondary Contact:	Ernie Byers
Title:	Operations Consultant
Cell Phone:	(505) 629-3072
Office Phone:	Not applicable

Secondary Contact:	Rheganne Vaughn
Title:	Governmental Affairs & Contract Compliance
Cell Phone:	(505) 658-5937

1.1 Duties and Responsibilities of the Primary Contact

The duties and responsibilities of the Primary Contact/Emergency Coordinator (Coordinator) are described in the following sections.

1.1.1 Emergency Plan Implementation

The decision to implement the Contingency Plan at the Transfer Station will depend upon whether there is a fire, explosion, or the release of contaminants or hazardous wastes into the air, soil, or water that could potentially endanger the health and safety of the employees, public, and/or environment.

1.1.2 Emergency Response Procedures

Whenever there is any type of emergency incident at the Transfer Station, the Coordinator must immediately notify facility staff and any other onsite personnel, customers, or visitors. The

Coordinator must then identify and assess the source and extent of the emergency and take action to bring the situation under control

1.1.3 Other Duties

The Coordinator is responsible for the following activities in the event of an emergency:

- Notification
- Identification
- Assessment
- Control Procedures
- Emergency Response Personnel Assignments
- Storage and Treatment of Released Materials
- Post-Emergency Activities

SECTION 2. PERSONNEL RESPONSE ACTIONS

The nature of operations at a solid waste transfer station renders the occurrence of emergency situations a possibility. However, the probability of a major emergency is relatively remote. If an event does occur, it can be most effectively controlled by utilizing well-planned control procedures to address the specific emergency, minimizing the negative impact(s) of the situation. Personnel working at the Transfer Station are trained in the prevention, response, and containment of emergency situations.

In the event of any emergency situation, the Coordinator and Transfer Station personnel must take all reasonable measures to prevent the occurrence, recurrence, or spread of a fire, explosion, or unplanned release to other portion of the facility or the surrounding areas. These measures include, when applicable and necessary, ceasing facility operations and containing and collecting materials released. The Coordinator will notify employees, customers, and visitors to the Transfer Station of the situation. If warranted, appropriate off-site agencies will also be notified as determined by the nature of the emergency.

If an emergency occurs, full-trained response personnel will be contacted as soon as possible. Requests for assistance will include the following information, if available:

- Name, address, and telephone number of the facility.
- Type and time of incident occurrence.

- Extent of any injuries.
- Possible hazard to the health and safety of the personnel, public, and/or environment.
- Type and quantities of material involved, if known.

Immediate action by trained onsite personnel will concentrate on preventing the spread of any fire, explosion, spill, or leak situation that occurs. Immediate first aid will be provided to injured personnel and 911 may be called, as necessary. Any possible sources of ignition will be removed from the incident area, if such can be accomplished without undo risk. Vehicular traffic will be suspended and work ceased until the fire or incident can be safely contained and controlled.

In situations of a medical emergency, trained medical response personnel will be contacted immediately. First aid administered by onsite personnel will continue until professional assistance arrives. Personnel training will include first aid measures and emergency response contacts and procedures.

Formal training will be conducted annually for current Transfer Station personnel. Training will include review of the Contingency Plan, first aid, and emergency response. New employees hired at the Transfer Station will be formally trained on the above within their first 30 days of duty. Additionally, in the event temporary employees or inmate workers with correction officer supervision are used at the Transfer Station, a brief safety meeting/briefing reviewing the Contingency Plan will be held with all temporary personnel. A current copy of the Contingency Plan and sign-in sheets documenting the training and/or safety briefings will be kept in the office at the Transfer Station.

First aid is the immediate care of a person who has been injured or has suddenly taken ill. The objectives of first aid are to:

- Control conditions that might endanger life.
- Prevent further injury.
- Relieve pain, prevent contamination, and treat for shock.
- Make the patient as comfortable as possible.

The initial responsibility for first aid rests with the first person at the scene who must react quickly, but in a calm and reassuring manner. The person assuming responsibility will

immediately summon medical assistance, being as explicit as possible in reporting suspected types of injury or illness. The injured person will not be moved, except when necessary to prevent further injury.

SECTION 3. INTERFACE WITH LOCAL FIRST RESPONDERS

Prior to the commencement of operations at the Deming/Luna County Transfer Station, the City of Deming contacted local first responder agencies to ensure availability in emergency situations. Upon approval of the permit renewal application, copies of the approved Contingency Plan will be sent via certified mail to each of the listed agencies.

Luna County Sheriff's Department	(575) 546-2655
City of Deming Police Department	(575) 546-3011
City of Deming Fire Department	(575) 546-2701
Mimbres Memorial Hospital	(575) 546-2761
NM State Police	(575) 546-3481
Emergency	911

SECTION 4. EMERGENCY EQUIPMENT

Emergency equipment is available at the Transfer Station. Minimum equipment includes:

- First aid equipment.
- Appropriate firefighting equipment, including strategically located fire extinguishers, hoses, and miscellaneous firefighting tools.
- Emergency eye washes.
- Personal protection equipment (PPE), including goggles, gloves, masks, shovels, and rake.
- Manual sprinkler system

SECTION 5. EVACUATION PLAN

In an emergency situation, the Emergency Coordinator is responsible for determining whether or not evacuation of the facility is required. Imminent or actual dangers that constitute a situation requiring evacuation include:

- A generalized fire or threat of generalized fire that cannot be avoided.
- An explosion or the threat of explosion that cannot be averted.

- A major spill or leak that cannot be contained and constitutes a potential threat to human health.

When evacuation is required, the following procedures will be implemented;

- Alert all personnel via radio or phone.
- All personnel will proceed to the primary meeting point at the scale house. If access to the scale house is prohibited, the alternate meeting point will be the north perimeter gate. This will permit the identification of any missing personnel.
- Once assembled, staff will be on standby to offer assistance as needed or evacuate through the main entrance.

When time does not permit, personnel will proceed to the evacuation route and will be instructed to exercise judgement and common sense in finding the best evacuation route in this instance. Upon evacuation of the Transfer Station, personnel will be assigned to the entrance of the Transfer station at NM-47 to prevent the entry of unauthorized persons into the transfer station site.

Maps of the site showing roadways, fencing, utilities (electrical and gas), structures, location of fires extinguishers/hoses, first aid kits, PPE and eye wash station, recycling containers, HHW storage location, and evaporation pond have been prepared and include evacuation routes, (both main and alternate) and staging points. Evacuation maps are posted in the tipping floor area, the office, and the scale house.

SECTION 6. EXPECTED CONTAMINANTS

Contaminants present at the Transfer Station could conceivably contaminate the surrounding air and /or water. The design and operation of the Transfer Station are based upon precluding the release of any contaminants. The following sections will describe potential contaminants.

6.1 Water Contamination

Water contamination could conceivable occur through drainage to and washing of the tipping floor. All wash water is routed through a concrete settling basin to a lined evaporative pond. If the pond fills, it will be pumped and the material hauled to a wastewater treatment plant for disposal. As no waste is disposed of at the site, the risk of water contamination is extremely small.

6.2 Air (Gas) Contamination

Methane gas is not expected to be generated due to the short length of time the solid waste is at the Transfer Station. There may be potential for hazardous gas contaminants from unauthorized hazardous or toxic waste spills.

6.3 Hazardous/Toxic Waste or Special Waste

There is potential for unauthorized disposal of hazardous or toxic waste or prohibited special wastes. However, to minimize the potential, inspections of solid waste is carried out in accordance with the Waste Screening Plan included as Appendix A in the Operations Plan.

SECTION 7. CONTINGENCY PLAN LOCATION

The most current Contingency Plan is kept by the Emergency Coordinator. The Coordinator is responsible for distributing the plan throughout the facility as necessary. At a minimum, copies of the plan are located in the scale house and in the office at the Transfer Station.

SECTION 8. CONTINGENCY PLAN AMENDMENT

The Contingency Plan will be amended immediately whenever:

- The facility is revised or modified.
- The plan fails in an emergency.
- The facility changes design, construction, operation, maintenance, or other circumstances in a way that increases the potential for fires, explosions, or releases of hazardous waste constituents or changes in the response necessary in an emergency.
- A change in Emergency Contacts
- A change in Emergency Equipment
- Other changes that require an amendment, as determined by the Emergency Coordinator.

Upon completion of an amendment to the Contingency Plan, the Emergency Coordinator will ensure that all outdated copies of the plan are replaced, that each employee is notified of the change, and that any impacted off site agencies are also notified. Copies of the updated plan will be submitted to the New Mexico Environment Department and to all agencies listed in Section 3 of this document.

SECTION 9. ACTIVATION AND NOTIFICATION PROCEDURES

During an emergency situation, telephones and a two-way radio system will be utilized to provide notification and instructions to onsite personnel, as well as to contact local, State, or Federal agencies in order to obtain emergency assistance. Emergency numbers are posted in all site buildings.

SECTION 10. EMERGENCY ASSESSMENT

In a hazardous or emergency situation, Transfer Station personnel must identify the nature of the hazard and attempt to confine its development. The Emergency Coordinator is the person responsible to direct this assessment. The Coordinator will ascertain whether the situation can be controlled and if outside assistance is necessary. If an immediate danger is perceived due to the improper containment of unauthorized materials arriving at the Transfer Station, personnel will direct the vehicle to a secure area and the Coordinator will be notified.

As rapidly as possible, the Emergency Coordinator will identify the character, exact source, amount, and extent of release materials. The Coordinator may identify the material based on observation or review of facility records or manifests. If necessary, chemical analysis of the waste will be performed.

It will be the responsibility of the Emergency Coordinator to access the potential risk the hazard may have to the health and safety of the public, the employees, and/or the environment. The assessment will consider both the direct and indirect hazard of the release, fire, or explosion.

SECTION 11. EMERGENCY MONITORING

If the Transfer Station is shut down in response to fire, explosion, or release, the Emergency Coordinator will be responsible to make sure leaks, gas generation, and other potentially hazardous situations are properly controlled and monitored by trained third-party emergency personnel until the incident is considered under control and properly remediated. The Emergency Coordinator and other personnel, as necessary, will continue to monitor the situation for any potential changes in status.

SECTION 12. POST EMERGENCY ACTIVITIES

Immediately after an emergency situation, the Emergency Coordinator will make arrangements for the storage or disposal of any recovered wastes, water, or any contaminated material resulting from the incident. An evaluation of the contamination will be performed as soon a time permits to allow for a determination of the proper way to dispose of the waste and to prevent any future incidents of a similar nature. Additionally, the Department will be notified, both orally and in writing, within 24 hours of an occurrence of a spill, fire, flood, or other similar event.

Following the emergency incident, all emergency response equipment used will be cleaned, repaired, and/or replaced as necessary, thus ensuring that the equipment is available when facility operations resume. An inspection of all equipment will take place before operations resume to further ensure that each item is in proper working condition. Remedial activities, resulting from the inspection, may include recharging of fire extinguishers, replacement of personal protective gear, restocking of disposal items, etc.

SECTION 13. WASTE TREATMENT, STORAGE, OR DISPOSAL

During the unlikely event of Transfer Station operations ae shut down due to an emergency, the waste stream will be diverted to the Luna County Convenience Centers, the Butterfield Trail Regional Landfill, or another permitted or approved landfill.

Should the waste resulting from the emergency situation not be compatible for disposal at a municipal solid waste landfill, the Emergency Coordinator will be responsible to determine the waste characteristics and proper method to either treat or dispose of the waste. The plan for storing, treating, and /or disposing of recovered wastes will be submitted to the New Mexico Environment Department for approval prior to the storing, treating, and/or disposal of the waste.

ATTACHMENT 1

EMERGENCY CONTACTS PHONE LIST

Deming/Luna County Transfer Station

5470 Highway 549 SE

Deming, NM 88030

AGENCY/ORGANIZATION	EMERGENCY NUMBER
FIRE	
City of Deming Fire Department	911 or (575) 546-2701
POLICE	
City of Deming Police Department	911 or (575) 546-3011
Luna County Sheriff's Department	911 or (575) 546-2655
New Mexico State Police	911 or (575) 546-3481
MEDICAL/AMBULANCE	
City of Deming Fire Department	911 or (575) 546-2701
Mimbres Memorial Hospital	(575) 546-2761
UNIVERSAL WASTE SYSTEMS, INC.	
Primary Contact, Richard McBride	(575) 494-1387
Secondary Contact, Enrique Portillo	(575) 545-1689
Secondary Contact, Ernie Byers	(505) 629-3072
Secondary Contact, Ben Puente	(505) 604-6221

DEMING/LUNA COUNTY RECYCLING HUB FACILITY

SITE OPERATIONS PLAN

APPENDIX C

August 2020

UNIVERSAL WASTE SYSTEMS, INC.

Table of Contents

SITE OPERATIONS PLAN

SECTION 1. INTRODUCTION

1.1 Purpose of Operations Plan and Overview of DLRHF

This document describes operations at the Deming / Luna County Recycling Hub Facility (DLRHF). As of July 1, 2020, DLRHF is operated by Universal Waste Systems, Inc. (UWS) under the auspices of a contractual agreement with the City of Deming. The small recycling center supplements operations at the Deming/Luna County Solid Waste Transfer Station, NMED Permit # SWM-031641, now operated by UWS under the terms of the same agreement. UWS is in the process of applying for a permit transfer and has updated the Transfer Station operations plan. This document will cover the operations related to the recycling facility and be attached to the existing Plan at the end of the document.

As per a former understanding and based on discussions between the City of Deming and NMED permitting staff and past precedents, a permit modification or submittal for a new permit is not required for the DLCRHF.

This Operations Plan, for the recycling facility addresses all applicable regulatory sections as contained in 20 NMAC 9.1. Particular attention has been directed to Subpart II, Section 201 – B – 11 on pages 26 and 27. Elements of this amended Operations Plan include, but are not limited to, the following topics and items:

- Operating days and hours.
- Points of entry and exit.
- Description of anticipated exterior and interior traffic flow.
- Description of material streams to be processed for recycling.
- Description of recyclable materials handling, processing, and storage equipment and their functions.
- Description of recyclable materials handling, processing, and storage operations and associated capacities.
- Location of drop – off recycling center open to public.
- Handling, processing, and storage of glass.

- Related drawings that depict the above topics and items as well as others not listed herein.

The DLRHF is capable of handling, processing, storing, and marketing recyclables recovered and delivered by recycling programs throughout Southwest New Mexico. This includes the Counties of Luna, Hidalgo and potentially Grant along with the municipalities of Deming, Columbus and Lordsburg. In addition, the DLRHF's recycling services are available to any private business or organization. The potential population served by the DLRHF's recycling services is estimated at approximately 50,000.

The DLRHF is comprised of one building; for ease of reference please refer to Appendix A (Site Plan) and B (Building Plan and Sections):

The DLRHF Building has been constructed to house loose material storage, a baler, storage of baled material, and bale load – out activities. This is a new building that was not part of the original Transfer Station. The DLRHF Building is 3,000 square feet. The DLRHF Building has been designed and constructed as a separate building from the original Transfer Station. The DLRHF Building has been designed / constructed to meet current local and state Fe Building Codes, and its design does not impact the existing transfer building's structural design.

While not geographically precise, it is assumed for purposes of this Operations Plan that DLRHF is most easily discussed when viewed in a north to south direction. From this perspective the Transfer Station is situated on the Southeastern portion of the site. The scalehouse is north of this complex at the entrance to the site.

The DLRHF will be located at the Northwestern edge of the site. All traffic and customers utilizing the DLRHF will enter the site via the main entry point and the scale house. The DLRHF will primarily receive source separated materials from off-site recycling drop off centers. These loads will be tipped in bays corresponding to material types on the eastern side of the DLRHF. Bays will be divided by a bunker system and will be clearly signed to demonstrate appropriate materials.

Customers who deliver small or household quantities of recyclable materials will also utilize these bunkers for depositing their source separated materials.

1.2 Objectives of the DLRHF

The mission of the DLRHF is to help support and expand recycling programs throughout Southwestern New Mexico by offering centralized, comprehensive materials handling, processing, storage, and marketing services for a broad range of recyclables. The DLRHF also intends to serve as a model for similar facilities in other parts of New Mexico. The DLRHF's operations conserve landfill space and resources; create jobs and revenue for the local and regional economy; and produce feedstock for product manufacturers in the Western United States and elsewhere in the country.

The objectives of the DLRHF therefore include the following:

- Increase the diversion rate in the City of Deming and County of Luna.
- Create an economically sustainable marketplace for recyclable materials collected in Southwestern New Mexico.
- Provide critical recycling processing services in support of existing and future recycling collection programs throughout Southwestern New Mexico.
- Provide processing services for hard – to – recycle materials such as phone books, old computers, tires, and plastics.
- Establish an educational resource to improve Southwestern New Mexico's understanding of issues related to solid waste management.
- Transform solid waste management practices across Southwestern New Mexico to focus on diversion instead of landfilling.
- Offer technical expertise to assist communities in developing recycling programs.

SECTION 2. SITE INFORMATION

2.1 Site Location

The DLRHF is located at 5470 Highway 549 SE in Deming, New Mexico. GPS site location data is as follows:

The GPS Coordinates are Latitude 32.268648; Longitude -107.692908.

2.2 Site Description

The DLRHF will be located on the site of the Deming/Luna County Solid Waste Transfer Station. The DLRHF will occupy approximately 7,000 square feet at the Northwestern corner of the site which encompasses 40 acres of flat historically agricultural land. The DLRHF will not incorporate or utilize any utilities/services other than electrical service. All personnel will have direct access to services housed in the existing transfer station facility.

2.3 Storm Water

All storm water is managed on site and will be managed by existing storm water systems.

2.4 Sanitary Sewer

No waste water will be produced by the DLRHF.

2.5 Water Supply

The DLRHF will not utilize any domestic water.

2.6 Power Supply

The DLRHF is supplied electricity from PNM via an onsite three-phase transformer. One meter covers the entire facility.

2.7 Telephone Service

The DLRHF will not have telephone service.

2.8 Internal Communication

The DLRHF will utilize existing onsite communications systems.

SECTION 3. SITE PERSONNEL

The UWS Operations Manager has ultimate responsibility for operations at the DLRHF. The DLRHF will be staffed by existing personnel assigned to existing transfer station operations. It is anticipated that the use of existing staffing resources will satisfy operational demands for some time. If volumes of marketable recyclable materials increase, UWS may assign personnel exclusively to the DLRHF. Table 1 identifies the basic personnel demands of the DLRHF and the estimated number of hours per week to manage anticipated volumes of recyclable material.

Table 1 – DLRHF Personnel Demands

Function	Responsibilities	Hours per Week
Material Receipt	Direct the receipt of incoming recyclables including forklift operation to unload materials in appropriate storage bunkers.	0-5
Baling	Moving stored loose materials to baler conveying system, operating baler including bale tie off, and removing finished baler to bale storage area.	0-10
Load Out	Direct operation of load out vehicles including semi-truck. Placement of loading ramp and forklift loading of vehicle with finished bales	0-5

SECTION 4. DAILY OPERATIONS / DESIGN FEATURES

The DLRHF will receive recyclable materials from the following sources:

- Self – haul public vehicles with source separated recyclable materials
- Source separated recyclables collected at off-site recycling collection sites
- Source separated loads of cardboard

The sections that follow discuss in greater detail the sources and types of materials accepted at the DLRHF for processing / recycling.

4.1 Operating Days and Hours

The DLRHF is open Monday through Sunday from 8:30 a.m. to 3:30 p.m.

4.2 Signage

Signage specific to the DLRHFincludes directional signage indicating traffic flow patterns, restricted areas and designating location of collection areas for specific recyclable materials. The DLRHF will utilize existing signage relative to requirements of NMED regulations.

4.3 Types and Quantities of Recyclable Materials

The DLRHF will receive only source separated recyclable materials. The following table, Table 2, was developed by the New Mexico Recycling Coalition for estimating potentially recoverable

volumes of specific material types. This analysis is based on population from the US Census Bureau and data from the NMED Annual Reports statistics at the time of the drafting of the original Operations Plan. This data now refers to capacity, rather than actual operations, due to the impact of China's National Sword Initiative and its negative impact upon the global recycling market.

Table 2

High Capture Rate	**Percent of MSW[1]**	**Tons Gen.**	**Estimated Capture Rate**	**Recovered Tons**
Cardboard (OCC)	11.00%	3,531	50%	1,765
Mixed Paper (ONP#7)	10.00%	3,210	50%	1,605
Aluminum Cans (UBC)	0.42%	135	25%	34
Tin	1.00%	321	50%	160
#1 PET	1.50%	481	25%	120
#2 HDPE	1.50%	481	25%	120
Glass Bottles and Jars	4.00%	1347.28	25%	337
Total Tons		**8,159**		**4,142**

In the original plan, the materials identified in Table 2 are those expected to be handled by the DLRHF at start-up. Other smaller quantity materials were expected be added as the operation matured, which may include phone books, textiles, and other material types. The addition of new material types will utilize the same collection system described below.

The DLRHF includes a public drop off area for source separated recyclable materials. Customers delivering recyclables will be directed to the DLRHF where they will deposit their materials into the appropriate bunker. For materials not designated in the bunker system, additional and appropriate containers will be located adjacent to the DLRHF for customer use.

The existing transfer station facility currently accepts a variety of recyclable materials on the

Northeastern corner of the site. These materials, including waste oil, scrap metal and tires, will continue to be collected and may be relocated to the DLRHF to improve convenience.

4.4 Types and Volumes of Traffic

The expansion of the transfer station to include the DLRHF is not expected to significantly increase the volume of traffic entering the site. In fact, the only "new" traffic will be the intermittent deliveries of recycling from off-site collection centers and occasional conventional semi-trucks hauling out baled recyclables.

4.5 Traffic Control / Patterns

Vehicles using the DLRHF will comply with all applicable state and local laws and regulations as well as the requirements of this Operations Plan. This will include assuring that waste from vehicles does not litter the area of local roadways. Drivers will observe all posted speed limits and practice safe driving methods upon entering the DLRHF, accessing any portion thereof, and upon exiting the facility. Signs are posted at the site to direct users of the facility to unloading areas and inform them about proper materials handling procedures. In addition, DLRHF personnel on site are available to provide directions and instructions for drivers regarding the acceptable management methods for refuse and recyclables at the facility.

Self Haul and Off-site Collection Site Customer traffic flow to and from the DLRHF is as follows:

- Customers will enter the site via the scale house.
- Customers will be directed to exit the main access road to the transfer station to reach the DLRHF immediately to the right.
- Customers will travel in a counter clockwise direction on a loop at the eastern side of the DLRHF.
- Customers will unload vehicles into bins on the eastern side of the DLRHF, depending on the type of recyclable
- Customers will return to the main access road and either continue to the transfer station to the right or exit via a left turn onto the main road.
- Source separated single commodity loads (OCC)

- Vehicles delivering large quantities of a single commodity type will follow the same pattern as other DLRHF customers up to the unloading point
- Vehicles will be directed to unload these loads at the Northern door of the DLRHF.

Commercial Out Bound Truck Traffic will access the DLRHF as follows:

- Trucks will enter the site via the scale house and be weighed in to establish a tare weight
- Trucks will exit the scale plaza and pull off of the main access road on the right hand shoulder
- Trucks will be directed to reverse into the load out area, guided by site personnel. The load out area will be at the southern side of the DLRHF.
- Trucks will exit the DLRHF directly to the main access road and return to the outbound scale to establish Gross and Net weight of loaded materials.

4.6 Unacceptable Wastes

Materials prohibited from the DLRHF include the following:

- Bulk and non – containerized liquids
- Radioactive waste
- Infectious waste
- Any material regulated by TOSCA or RCRA
- Treated formerly characteristic hazardous waste
- Killing plant offal
- Asbestos waste
- Ash
- Sludge / biosolids
- Industrial solid waste that requires special handling
- Chemical spill materials

- Dry chemicals which when wetted become hazardous
- Petroleum – contaminated soils

4.7 Screening Program for Unacceptable Wastes

All loads of material entering the DLRHF will be screened for basic commodity contamination, as well as for prohibited materials. In the event prohibited materials are found, personnel will utilize existing procedures outlined in the Transfer Station Operating Plan.

4.8 Waste Handling

Any and all unacceptable recyclable materials recovered from the DLRHF will gathered and disposed of in the adjacent Transfer Station.

4.9 Recyclables Receiving, Handling, Processing, Storage and Disposal

The DLRHF will employ only a small multi-material horizontal baler equipped with an in-ground feed conveyor. As baleable quantities of a given material are collected, they will be pushed from the collection bunkers directly to the baler conveyor. The operator will meter the flow of materials and once the bale is complete will manually tie-off the bale. All bales will be stored in the bale storage area until a sufficient number of bales are available for shipment to market.

All materials will be monitored for contaminants as they are moved from the bunkers to the baler and all contaminants will be removed prior to baling.

Finished bales will be loaded onto semi-truck via a portable loading ramp housed adjacent to the southern door of the DLRHF. The DLRHF has the capacity to store approximately 150 bales of various material types.

Prior to the downturn in the global recycling market, markets for recyclables processed at the DLRHF include end – use manufacturers, brokers, and other processing facilities. Potential markets included Durango McKinley Paper, Prewitt, NM; Wise Recycling, Albuquerque, NM; Master Fibers, Albuquerque, NM; Roadrunner Paper, Albuquerque, NM; KW Plastic, Troy, AL; David J. Joseph Company, Pueblo, CO; Mohawk Flooring, Summerville, GA; Abitibi Paper, Snowflake, AZ; U.S. Green Fiber, Phoenix, AZ; Envision Plastics, Reidsville, NC; and Weyerhaeuser Paper, Denver, CO.

The DLRHF will employ the following classes of equipment:

- Multi material single ram horizontal baler
- In-ground baler feed conveyor
- Skid loader
- Portable loading ramp
- Warehouse forklift

4.10 Alternative Waste Handling and Disposal

There are several potential situations, which will cause DLRHF to implement Alternative Waste/Recycling Handling protocols. They include closure of the adjacent transfer operations, closure of DLRHF's recycling operations due to a lack of marketable commodities, and closure of the Butterfield Trail Regional Landfill. DLRHF closures will be addressed by redirecting all customers to the adjacent transfer station. As there are no alternative facilities available for recyclables processing these materials will either be stored by customers for the short term or be directed to the transfer station for disposal. Closure of the transfer station will require customers to be directed according to the transfer station's operating plan.

SECTION 5. FACILITY MAINTENANCE

Facility maintenance is critical to the operational efficiency and effectiveness of DLRHF and is conducted on a daily, weekly, and monthly basis. as outlined in the Facility Maintenance Checklist, Appendix D.

5.1 Litter Control

All material storage equipment, including bunkers and other containers are fully enclosed to prevent fugitive dispersal of litter. In the event materials escape these containments, a regular patrol of the site is conducted to collect and properly dispose of any litter.

5.2 Dust and Odor Control

Dust and odor is controlled by sweeping and cleaning the facility on a regular basis and as needed.

5.3 Noise Control

Noise is controlled by containing baling activities inside the DLRHF.

5.4 Vector Control

Pests are controlled by cleaning the facility on a regular basis and by limiting the amount of time that wastes are stored on site. A commercial pest control company will be used as needed to control pests.

SECTION 6. SPILL PREVENTION PROCEDURES

Potential sources of leaks and spills at the facility include vehicles, equipment, and customer – generated wastes. Prevention activities include regular inspection and maintenance programs for all equipment owned and / or operated at the DLRHF. Spill response supplies, such as absorbent materials, are kept onsite so that small spills and leaks can be cleaned up as they occur. In the event of a spill involving significant risks to human health or the environment, DLRHF staff will contact the Deming Fire Department who, at their discretion, would contact the appropriate HazMat response team.

6.1 Spill Prevention / Response Training

Staff have been trained in initial spill response procedures, including emergency notifications, location and use of spill response equipment, and initial containment measures to prevent the spilled material from leaving the area.

Site personnel are authorized to respond to incidental spills. Incidental spills are considered those that involve small quantities of hazardous substances that can be absorbed, or otherwise controlled at the time of release by employees in the immediate spill area.

For spills involving large quantities of materials; hazardous substances that could pose a risk to responders; and / or spills which cannot be prevented from entering the environment, staff will contract with an outside Emergency Spill Response Team after implementing initial spill response measures.

The severity of potential hazards is evaluated based on the nature of the spilled material, the size of the spill, and whether or not spilled material could or has entered the environment or drains.

6.2 Emergency Notifications

In the event of a spill, employees are to notify their supervisor(s) immediately after containing the spill. The supervisor(s) will assess the situation and coordinate appropriate and required response / notification activities. All spills should be reported to the Operations Manager who will determine which further notifications are necessary. Whenever possible, the Operations Manager should be contacted before reporting to outside agencies. However, employees are instructed to not delay reporting to agencies if there is an immediate hazard or threat of release. Immediate notifications are to be made by telephone as soon as practical but not exceeding eight hours subsequent to discovering the spill. Deadlines for written follow – up reports vary depending on the type of incident and the agency involved. The Operations Manager should review all written reports prior to submission.

SECTION 7. FACILITY INSPECTIONS AND MONITORING

DLRHF personnel are responsible for keeping records of inspections performed. Examples of the relevant forms are included in the Transfer Station Operations Plan. In addition, the Operations Manager or their designee, will inspect the facility on a schedule that includes documented monthly facility inspections. Any items that need attention are noted on the Monthly Facility Inspection Checklist; see the form in Appendix C.

SECTION 8. HEALTH AND SAFETY

Employees at DLRHF are trained in safe work habits, hazard recognition, and hazard avoidance. Regular safety meetings, held monthly or on an as needed basis, and facility inspections are used to maintain safety awareness. Emergency communications are available via telephone and / or two – way radio. First aid kits are located in all vehicles and equipment used on the premises of DLRHF.

The following minimum training topics will be covered on an annual basis as well as other training topics required by local, state, and federal standards:

Sections 2, 5, and 6 of the DLCRHF Contingency Plan, included as Appendix G, discuss in detail the procedures to implement when an emergency situation occurs with any aspect of DLCRHF operation including the transfer of waste for disposal or the processing of materials for recycling. Section 3 of the Contingency Plan describes equipment available at DLCRHF to

protect the health and safety of employees. Section 3 also describes equipment available to employees for responding to an emergency situation at DLCRHF.

No scavenging of materials is permitted in any part of the DLRHF or the adjacent Transfer Station. No fires are to be allowed. Vehicles entering the DLRHF may have children or pets in them, but they must stay in the vehicles.

Items provided to staff for their health, safety, and protection include face or mouth mask, ear plug, hard hat, protective glasses/goggles, and heavy – duty gloves.

SECTION 9. RECORD – KEEPING

9.1 Records Maintained

The daily operating history of the DLRHF will be kept by staff and will be recorded consistent with the existing Transfer Station Operating Plan. Outbound recyclables will be tracked using this system, as well as a written record consisting of any Bills of Lading. The office also maintains written record of all waste screening activities in the form of individual waste screening reports. Variations from the Operating Plan and emergency events will be kept as a written record by the Operations Manager in the form of Emergency Monitoring Reports. An annual record will be completed yearly using the daily operating record information (see Section 9.3 below). The daily operating record covers the following items:

- The type and weight or volume of solid waste received.
- State, county, and municipality in which the solid waste originated.
- Commercial haulers of the solid waste.
- Description of solid waste or special waste handling problems or emergency disposal activities.
- Record of deviations from the facility's approved design or operational plan.
- Origin and destination of solid waste, including facility name, county in which it is located, type of solid waste transported, and weight or volume of solid waste transported.

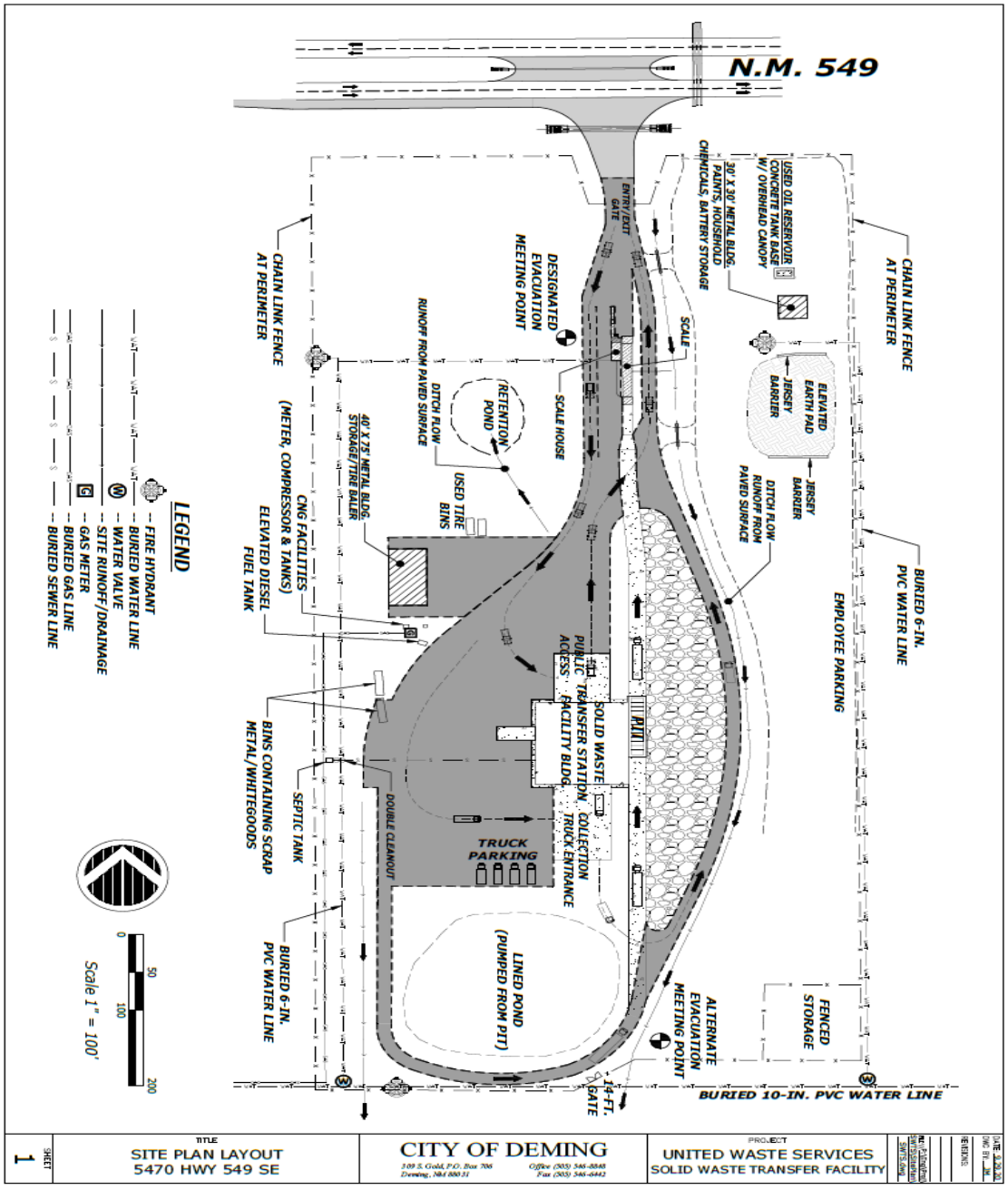
9.2 Reporting Procedures

In accordance with Section 109 – A and B of 20 NMAC 9.1, Staff will prepare and maintain a

daily operating record during the active life of the facility, as noted previously in Section 9.2. In accordance with Section 109 – C, the DLRHF shall submit an annual report to the Solid Waste Bureau, New Mexico Environment Department, within 45 days from the end of each calendar year. The annual report describes the facility's operations during the previous year and includes the following:

- The type and weight or volume of solid waste received in each month of the reported year from each state, county, and municipality in which the waste originated.
- The type and weight or volume of solid waste received from each commercial hauler that delivered waste to the facility.
- The type and weight or volume of special waste, if any, received at the facility in the previous year.
- Summary of all monitoring results, as applicable to the specific functions of the facility.
- Description of operational changes that would reduce the active life of the facility by 25 % or more.
- Weight or volume of materials recycled during the year, as established by weight tickets from the landfill or other disposal source.
- Final disposition of materials not stored or recycled.
- Financial data on forms supplied by the NMED.

SECTION 10. Appendices



SHEET	TITLE		PROJECT	
1	SITE PLAN LAYOUT 5470 HWY 549 SE	CITY OF DEMING 309 S. Gold, P.O. Box 706 Deming, NM 880 31 Office (505) 546-8848 Fax (505) 546-6442	UNITED WASTE SERVICES SOLID WASTE TRANSFER FACILITY	