

**MANATEE COUNTY
GOVERNMENT**
Public Works Department

May 8, 1997

D.E.P.

MAY 12 1997

SOUTHWEST DISTRICT
TAMPA

Robert Butera, P.E.
Florida Department of Environmental Protection
Division of Waste Management, Southwest District
3804 Coconut Palm Drive
Tampa, Florida 33619

Re: Operational Evaluation
Manatee County Solid Waste Management Facility

Dear Mr. Butera:

As requested by your Department, specific documentation for the above referenced evaluation is enclosed. The copy of the check is in payment of the services provided by Chris Kohl Training and Consulting Services.

On May 1, 1997 Public Works staff (Len Bramble, Dan Gray, Gus DiFonzo, and Ben Alex) reviewed the report with Mr. Kohl. Subsequent to that meeting, staff will continue with follow up meetings to consider the merits of each recommendation in order to move forward with issues noted and recommendations made in the report.

Public Works felt this evaluation process to be an excellent tool in our progression towards improvement of our Facility. If you have any questions or require further information, please contact me at 941/748-5543.

Sincerely,

Gus A. DiFonzo
Solid Waste Manager

GAD/gbp

Enclosures - 2

cc: Len Bramble, P.E., Public Works Director
Daniel T. Gray, Utilities Operations Manager
Benjamin Alex, Solid Waste Technical Coordinator





**MANATEE COUNTY
GOVERNMENT
Public Works Department**

April 18, 1997

RECEIVED
APR 22 1997
Department of Environmental Protection
BY _____
SOUTHWEST DISTRICT

Robert Butera, P. E.
Florida Department of Environmental Protection
Division of Waste Management, Southwest District
3804 Coconut Palm Drive
Tampa, Florida 33619

Re: Landfill Operations Evaluation

Dear Mr. Butera:

The above referenced evaluation has been completed by Chris Kohl Training and Consulting Services.

A final report was received by Manatee County the week of April 7, 1997. Additional/supplemental training was completed on Friday, April 11, 1997.

Invoice for the project was received Thursday, April 17, 1997. The invoice has been submitted for payment and final payment can be expected within the next two weeks.

Upon final payment, a copy of the check and final report will be immediately forwarded to your office.

Thank you for your assistance and cooperation.

If you have any questions or require additional information, please call this office at 941/748-5543.

Respectfully,

Gus A. DiFonzo
Solid Waste Manager

cc: Len Bramble
Dan Gray
Ben Alex
Steve Morgan

P.1
DO DM
SM

MANATEE COUNTY GOVERNMENT

PUBLIC WORKS DEPARTMENT

TELEFAX COVER MEMO

PLEASE DELIVER THE FOLLOWING PAGE(S)

TO: Robert Kuderna - D.E.C. 813/744-6125

FROM: Ann DiFonzo 941/748-5543
Ext. 5444

DATE: 4/18/97

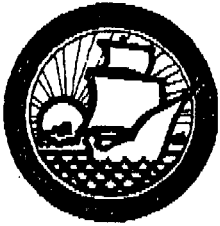
SUBJECT: Landfill Operations Evaluation

Please call upon receipt Please handle confidentially

COMMENTS: _____

Total number of pages including cover memo: 2

IF YOU DO NOT RECEIVE ALL PAGES, PLEASE CALL AS SOON AS POSSIBLE.



MANATEE COUNTY GOVERNMENT

Public Works Department

April 18, 1997

Robert Butera, P. E.
Florida Department of Environmental Protection
Division of Waste Management, Southwest District
3804 Coconut Palm Drive
Tampa, Florida 33619

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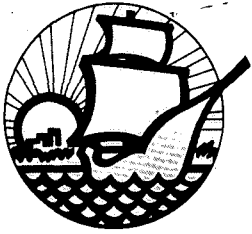
If you have any questions or require additional information, please call this office at 941/748-5543.

Respectfully,

A handwritten signature in black ink, appearing to read "Gus A. DiFonzo".

Gus A. DiFonzo
Solid Waste Manager

cc: Len Bramble
Dan Gray
Ben Alex
Steve Morgan



FILE

MANATEE COUNTY GOVERNMENT

Public Works Department

RECEIVED

FEB 24 1997

Department of Environmental Protection
SOUTHWEST DISTRICT
BY _____

February 20, 1997

Robert Butera, P.E.
Florida Department of Environmental Protection
Division of Waste Management, Southwest District
3804 Coconut Palm Drive
Tampa, Florida 33619

Re: Landfill Operations Audit

Dear Mr. Butera:

Per our on-going telephone conversations regarding the Landfill operations review to be performed by Chris Kohl Training and Consulting Services, please find attached recent correspondence which includes a Scope of Work and Proposed Timeline regarding the above referenced subject.

If you have any questions or require additional information at this time, please call this office at 941/748-5443.

Sincerely,

Gus A. DiFonzo
Solid Waste Manager

GAD/gbp

Enclosure - 1

cc: Len Bramble, P.E., Public Works Director
Daniel T. Gray, Utilities Operations Manager
Steven Morgan, Section Supervisor, FDEP



P.O.Box 421209, Kissimmee, FL 34742-1209
 phone/fax: (407) 847-0831, Pager: (407) 990-2154
 E-mail: doodump@aol.com

**Chris Kohl Training
 and Consulting
 Services**

Fax

To: Gus DiForzo, Ben Alex, Manatee County **From:** Chris S. Kohl

Fax: 941-795-3490

Pages: 5

Phone: 941-748-5543

Date: February 18, 1997

Re: Landfill Operations Audit

CC:

Urgent For Review Please Comment Please Reply Please Recycle

• **Comments:** Gus: I have attached the timeline for the Landfill Operations Audit as we discussed yesterday. I have also attached a letter describing the supplemental training we discussed, with a proposed price tag of \$1,550.00, which will bring the total cost for the audit plus training to \$10,000.00. I will be trying to meet with Bob Butera as soon as possible. I would like to get the site inspections done on March 1st, March 3rd, and March 5th, if that is convenient with Ben. I would also like to meet with Ben after the meeting with FDEP to get a look at record and documents available for my review at the landfill. I'll let Ben know when I'll be meeting with Bob Butera so we can try to schedule this initial review.

CK

**Chris Kohl Training and
Consulting Services****Operations Oriented Solutions for the Solid
Waste Industry**P.O. Box 421209
Kissimmee, FL 34742
tel/fax: (407) 847-0831
pager: (407) 888-2154
e-mail: ckoohl@aol.com

February 18, 1997

Gus DiFonzo
Division Manager
P.O. Box 25010
Bradenton, FL 34206

Dear Gus:

I have attached the proposed timeline for the Manatee County Landfill Operations Audit, as we discussed at our meeting yesterday. The timeline calls for completion of the final report on March 24th, 1997 (thirty days from the start date of 24th), and final payment on April 9th, 1997 (45 days from the start date).

I will be trying to schedule the meeting with Bob Butera (FDEP) as soon as possible, and I anticipate conducting the three full days site inspection on March 1st, 3rd, and 5th, if that is convenient with Ben. I will probably want to meet with Ben after the FDEP meeting to review available documents and information at the Landfill.

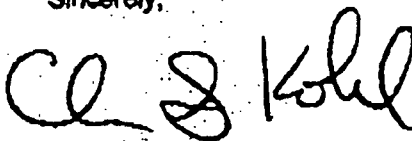
Based on our discussion yesterday regarding the FDEP's desire to have some staff training keyed to the audit process, I propose to offer a three hour training program for selected staff on site. This program will reflect issues and observations made during the Audit, and will stress operational aspects of the site as they relate to permit and regulatory compliance. Although this task is not yet included in the timeline, I would propose to accomplish it during the week of March 24th.

The cost for adding this training to the existing scope of work comes to \$1550.00, bringing the total project cost to \$10,000.00.

I therefore propose a change order to P.O. # 107857 in the amount of \$1550.00, to bring the total cost of services to \$10,000.00.

Please let me know if you have any questions or comments regarding this matter, or if you need additional information to process the change order.

Sincerely,



Chris S. Kohl

Scope of Work and Fee Proposal:

Audit of Landfill Operations

Manatee County Landfill

Submitted by Chris S. Kohl
October 16, 1996

At the request of the Solid Waste Section of Manatee County, the following scope of work and fee proposal for the performance of an audit of landfill operations at the Lena Road Landfill site is presented for your review. This audit is to be limited to the operational aspects of the landfill, not including financial analysis.

Outline of Proposed Scope of Work

- I. Description of Landfill Facilities and Equipment
 - A. Layout of site facilities and description of system components
 1. Stormwater system
 2. Leachate system
 3. Yard waste facility
 4. White goods area
 5. Waste tire storage area
 6. Household hazardous waste area
 7. On site maintenance areas
 8. Administrative facilities
 - B. Active landfill areas
 - C. Closed Landfill areas
 - D. Landfill areas for future expansion
 - E. Projected capacity and site life
- II. Evaluation of Compliance Issues
 - A. Compliance with regulations dealing with landfill operations (compliance with requirements of 62-701, FAC)
 1. Review of Applicable regulatory requirements and evaluation of level of compliance
 - a) record keeping requirements
 - b) reporting
 - c) operational requirements
 - d) results of FDEP inspections
 - e) discussions with FDEP staff
 - f) critique of daily operating practices
 - g) recommendations for improvements to operating procedures
 2. Evaluation of Existing Operations Plan
 - a) additional record keeping
 - b) tracking operational conditions
 - c) Outline of recommended Ops. Plan
 3. Recommendations related to compliance issues
 - B. Compliance with Permit requirements (General and Specific Permit Conditions)
 1. Summary of Existing Permits
 - a) tabulation of existing permits
 - b) listing of expiration dates and renewal application dates
 - c) availability of permit documentation
 2. Evaluation of specific conditions
 - a) ground water monitoring plan
 - b) Surface water monitoring plan
 - c) Gas monitoring plan
 - d) other specific conditions
 3. Evaluation of general conditions

- III. Evaluation of Operations Effectiveness
 - A. Description of daily operational practices
 - B. Description of daily work volume
 - C. Inventory of personnel
 - D. Inventory of equipment
 - 1. description of fleet condition
 - 2. discussion of equipment replacement schedules
 - E. Evaluation of staffing and equipment fleet adequacy to meet operational requirements
 - F. Comparison to similar sites
- IV. Presentation of Report and Recommendations to County Staff

Discussion of Scope Components

I) Description of Landfill Facilities and Equipment:

This portion of the proposed scope of work will produce an overall picture of the facility components, including the existing layout and plans for future expansion. It is intended to provide a common set of reference points to orient the subsequent discussions of compliance issues and operational effectiveness.

Compilation of the necessary information will require at least one meeting with County Staff and their solid waste consultant (HDR), either together or separately. Site layout diagrams or maps will be obtained from County records and from HDR for inclusion in this report.

II) Evaluation of Compliance Issues:

A summary of rule requirements and permit conditions will be developed in this portion of the scope, along with an evaluation of the current level of regulatory compliance observed during daily landfill operations. Evaluation of and recommendations for improvements to the Operations Plan will also be included.

Interviews with FDEP SW District staff will be conducted to define the regulatory agency's areas of concern with regard to continued site compliance. FDEP files will be reviewed to identify recurrent noncompliance citations.

A summary table of existing permits, with expiration and renewal application dates will be developed to assist with tracking permit status. A list of documents required to be made available to landfill inspectors will be tabulated and an evaluation of their current availability will be performed.

A critique of daily operational practices, as they relate to regulatory requirements, will be produced, and recommendations for modifications or improvements will be presented. Compliance with the requirements for groundwater, surface water, and gas monitoring will be evaluated, and recommendations for modifications or improvements to current procedures will be made.

III) Evaluation of Operations Effectiveness:

A series of site inspections will be conducted as part of this component of the scope, and a detailed description of daily operating practices will be developed. This will require a least three full days at the landfill, observing activities from the time the gate opens in the morning and continuing until the gate closes in the afternoon. Operating practices for all major system components (i.e. Class I area, "Mom and Pop" area, white goods area, waste tire area, yard waste area, C&D area, etc.) will be observed and described. An evaluation of the effectiveness of these system components will be developed and recommendations for modifications or improvements will be made.

Inventories of personnel and equipment will be performed, and comparison to staffing levels and equipment spreads at similar sites will be made. Areas where staffing or equipment issues impact operational effectiveness will be identified, and recommendations to address these impacts will be made.

IV) Presentation of Report and Recommendations to County Staff:

The final report will include all of the items discussed above, along with an executive summary of findings and recommendations. A draft report will be submitted to Landfill Staff for review and comment, and a final report will be assembled incorporating staff comments and suggestions.

Level of Effort and Time Frame for Completion

It is anticipated that completion of this work scope will require 60 to 90 days for development of the draft report, depending on availability of the various parties to be interviewed and the availability of existing documentation. In addition, approximately 6 to 8 site visits will be required, along with two meetings with FDEP SW District staff, an extended visit to FDEP offices in Tampa to review files, two meetings with HDR project staff, and possibly one trip to Tallahassee to interview FDEP staff at the State level. It is assumed that County staff will be made available as needed during the planned site visits to assist with obtaining required documents and performing required inspections.

The project can commence as soon as the purchase order for the described services is issued. It is recommended that a pre-project meeting be conducted to discuss what type of documentation will be required, to schedule site inspections, and to develop a time line for project completion.

I propose to perform this project on a flat fee basis, with the fee set at \$10,000, to be paid upon receipt of the final report.

Proposed Timeline for Manatee County Landfill Operations Audit

Items	Task	Feb 24	Feb 25	Feb 26	Feb 27	Feb 28	Mar 1	Mar 2	Mar 3	Mar 4	Mar 5	Mar 6	Mar 7	Mar 8	Mar 9	Mar 10	Mar 11	Mar 12	Mar 13	Mar 14	Mar 15	Mar 16	Mar 17	Mar 18	
1	Meeting with FDEP	█	█	█	█	█																			
2	Review Permitting Status			█	█	█	█	█	█	█	█														
3	Site Inspection (3 days)						█	█	█	█	█														
4	Assemble Documents and Information						█	█	█	█	█	█													
5	Review Staffing							█	█	█	█	█													
6	Review & Annotate Site Layout Diagrams											█	█	█	█	█	█	█	█	█	█	█	█	█	█
7	Detail Site Facilities											█	█	█	█	█	█	█	█	█	█	█	█	█	█
8	Evaluate Level of Compliance											█	█	█	█	█	█	█	█	█	█	█	█	█	█
9	Evaluate Equipment Status						█	█	█	█	█														
10	Review Existing Ops. Plan											█	█	█	█	█									
11	Complete Permit Summary				█	█	█																		
12	Draft Report for Review												█	█	█	█	█	█	█	█	█	█	█	█	█
13	Meet with County for Review Draft Report																								
14	Submit Final Report																								
15	Submit Invoice																								
16	Process Payment (County)																								
17	Receive Payment																								

Proposed Timeline for Manatee County Landfill Operations Audit

Items	Task	Mar 19	Mar 20	Mar 21	Mar 22	Mar 23	Mar 24	Mar 25	Mar 26	Mar 27	Mar 28	Mar 29	Mar 30	Mar 31	Apr 1	Apr 2	Apr 3	Apr 4	Apr 5	Apr 6	Apr 7	Apr 8	Apr 9
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STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL REGULATION
SOUTHWEST DISTRICT

SM
RB
RETURN TO

CONVERSATION RECORD

Date 2/12/97 Subject LENA RD. LANDFILL IN-KIND
Time 2:50 P.M. Permit No. _____
County MANATEE
M.R. GUS DIFONZO Telephone No. —

Representing MANATEE COUNTY

Phoned Me [] Was Called [] Scheduled Meeting [] Unscheduled Meeting
Other Individuals Involved in Conversation/Meeting _____

Summary of Conversation/Meeting _____

GUS DIFONZO CALLED TO INFORM ME THAT A P.O. WILL BE CUT NEXT WEEK TO SUPPORT THE PROPOSED LANDFILL AUDIT AS AN IN-KIND. GUS HAS MET WITH CHRIS KONE, WHO WILL BE PERFORMING THE AUDIT OF THE COUNTY'S OPERATIONAL PROCEDURES, MAINTENANCE, AND EQUIPMENT ADEQUACY AT THE FACILITY. GUS DIFONZO STATED THAT A SCHEDULE FOR PERFORMING THE AUDIT WITH FINAL RESULTS OF SAID AUDIT SUBMITTED TO THE DEPARTMENT WILL BE ACCOMPLISHED IN 45 DAYS. ~~CONSTRUCTION~~ LEN BARRIE WILL SEND US A LETTER SPELLING OUT THE ABOVE TO THE PDEP BY NEXT WEEKS END.

(continue on another sheet, if necessary)

Signature Robert J. Antura
Title P.E. III

MANATEE COUNTY GOVERNMENT

Public Works Department

TELEFAX COVER MEMO

PLEASE DELIVER THE FOLLOWING PAGE(S)

TO: BOB BUTERA

FROM: BEN ALEX 941/748-5543
Ext. 5444

DATE: 1-23-97

SUBJECT: PAYMENT OF TREE TRAINING

Please call upon receipt Please handle confidentially

COMMENTS: PLEASE NOTE THAT THE VOUCHER
NUMBER MATCHES THE P.O. NUMBER.
PAYMENT IS FULL EQUAL TO \$7,000.00
ANY QUESTIONS PLEASE CALL.

Total number of pages including cover memo: 2

IF YOU DO NOT RECEIVE ALL PAGES, PLEASE CALL AS SOON AS POSSIBLE.

Jan-23-97 11:30A Clerk's Office - Finance 941 741+4011

P.01

To: Ben Alex
from: Sam Snyder - 24157
for 7953451

VOUCHER NO.	DATE	DESCRIPTION	ACCOUNT NUMBER	AMOUNT
107373	01-22-97	21001 9/16-12/96	4804615005342500000	7,000.00

VEND NO. 930617 CK DATE 01-23-97 CHECK NUMBER 1207559 AMOUNT 7,000.00
 NEW TAX EXEMPT I.D.# 51-02-027548-53C
 DETACH BEFORE CASHING CHECK TAX EXEMPT I.D. 03-00000-02-51

DISBURSEMENT ACCOUNT **NationsBank** Board Of County Commissioners
MANATEE COUNTY, FLORIDA

No. 1207559
 AMOUNT \$7,000.00

*****SEVEN THOUSAND DOLLARS AND 00 CENTS*****

PAY TO THE ORDER OF DATE 01-23-97

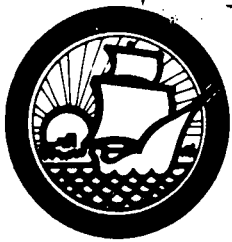
UNIVERSITY OF FLORIDA
 TREE CENTER
 3900 SW 63RD BLVD
 GAINESVILLE FL 32608-3848



Sam Snyder
 Sam Snyder

APPROVED IN OPEN SESSION THIS 23RD DAY OF JANUARY 1997 CHAIRMAN BOARD OF COUNTY COMMISSIONERS / ATTEST: S.B. SHORE CLERK OF CIRCUIT COURT

⑈ 1207559⑈ ⑆063100633⑆ 0096442417⑈



MANATEE COUNTY GOVERNMENT

Public Works Department

January 6, 1997

Robert J. Butera, P.E.
Solid Waste Manager
Florida Dept. of Environmental Protection
Southwest District
3804 Coconut Palm Drive
Tampa, Florida 33619

D.E.P.
JAN 10 1997
SOUTH DISTRICT
TAMPA

RE: Manatee County Solid Waste Management Facility
Lena Road Landfill, TREEO Training

Dear Mr. Butera:

Regarding your letter dated August 26, 1996, wherein you requested specific documentation and submittal with the actual expenditures for training, enclosed please find the course outline/cost proposal, purchase order, invoice, and attendance list for the training we received on September 10 and 12, 1996. Purchase Order No. 107373 has been issued and is in the process of being paid.

As of this writing, a purchase order for our operational audit has not been issued. The Public Works Department fully expects one to be issued in the beginning of 1997. Upon issuance of the purchase order, we will contact the vendor and work with your department to begin work on the audit.

If you have any questions or require additional information, please call me at 941-792-8811, Ext. 5244.

Sincerely,

Len Bramble, P.E.
Public Works Director

LEB/ea

Enclosures

cc: Kim Ford, P.E., FDEP
Dan Gray, Utilities Operations Manager *DGAM*
Gus DiFonzo, Solid Waste Manager
Ben Alex, Technical Coordinator



UNIVERSITY OF FLORIDA

Division of Continuing Education
Center for Training, Research and Education
for Environmental Occupations (TREEO)

3900 SW 63rd Boulevard
Gainesville, Florida 32608-3848
904-392-9570
(FAX) 904-392-6910
SC 622-9570

August 1, 1996

Ben Alex
Manatee County Solid Waste
3333 Lena Rd.
Bradenton, FL 34202

D.F.P.

JAN 10 1997

SOUTH FLORIDA DISTRICT
TAMPA

Dear Mr. Alex,

I appreciate the opportunity to provide you with a cost proposal to conduct landfill operator training for Manatee County Solid Waste Department. The University of Florida TREEO Center (UF/TREEO) has been providing quality training for environmental professionals since 1978. Over 4000 students are trained yearly at our facility in Gainesville, Florida and at other locations in Florida, around the United States and overseas.

The attached agenda and outline details the topics to be covered, course lengths and employee groups to be trained. UF/TREEO will provide the course instruction, instructional materials and certificates of attendance. Manatee County Solid Waste Department will provide the training facility, audio visual equipment and refreshments (if desired).

UF/TREEO is submitting the attached outline to the state landfill operators continuing education committee for approval for two contact hours per course.

The courses can be scheduled at your convenience. The scheduling will provide for a minimum of two courses per day.

The total cost of these courses is \$7,000. Payment will be due at the completion of training.

If you have any questions about this proposal, you may reach me at (352)392-9570, x109. We look forward to working with you.

Sincerely,

Carol Magary
Assistant Director, Business Services

Enclosure

Training Agenda and Outline for Manatee County Landfill

**Training Programs to be Developed and Presented by Chris S. Kohl,
Sr. Vice President, Florida Landfill Technologies, LLC
in Conjunction with the University of Florida Center for Training,
Research and Education for Environmental Occupations (UF/TREEO)**

Introduction

TREEO Center was contacted by Manatee County Landfill a request for specific on site training for the management and staff of their landfill. The objective of the training is to provide site specific assistance with the development of additional staff expertise in the following areas:

- 1. Erosion Control**
- 2. Litter Control**
- 3. Stormwater System Maintenance**
- 4. Waste Screening Techniques**
- 5. Wet Weather Operations**
- 6. Application and Maintenance of Daily Cover**

Course development will be based on site visits to observe operational characteristics (minimum of two visits), discussions with landfill staff, input from South Florida Water Management district and Florida Department of Environmental Protection, regulatory compliance, site specific conditions, and experience with landfill operations in Florida.

The training sessions will be limited to two hours each, with separate presentations prepared for line level staff and management. It is anticipated that two sessions of two hour duration will be presented to each group,

Course Outlines

The same basic outline will be used for the presentations given to line staff and the presentations given to management, although the actual content will differ. The attached outlines summarize the intended course content which will be finalized based on the site visits and staff interviews.

Course I: When It Rains, It Pours (And We Stay Open)

- I. You Can't Stop the Rain**
 - A. the hydrologic cycle
 - B. impacts on landfill operations
 - C. function of the stormwater system
 - D. segregation of stormwater and leachate
 - E. anticipate the rain
 - F. you can't drive where there's no road
- II. The Factors Effecting Erosion**
 - A. quantity of water
 - B. condition of run off surface
 - C. slope/velocity
 - D. energy dissipation
 - E. juggling these factors to minimize erosion
- III. Water Flows Downhill**
 - A. design of stormwater system
 - B. maintaining stormwater system function
 - C. modification of stormwater system (don't do it without permitting advice)
 - D. temporary letdown structures and energy dissipators
 - E. segregation of stormwater from leachate
 - F. temporary roads
- IV. A Wet Weather Plan**
 - A. development of a wet weather plan
 - B. designating a wet weather cell and knowing when to use it
 - C. road maintenance
 - D. towing
 - E. learning from disaster
- V. A Process For Developing Solutions**
 - A. encourage everyone to participate
 - B. utilize all your resources
 - C. keep an open mind
 - D. make sure the problem is properly defined

Course 2: What Can I accept and How Do I Keep it From Blowing Around

I. Waste Screening

A. Multi-tier system

1. prior approval system for "special" wastes
2. scalehouse description and inspection
3. spotter inspection and reporting (follow up)
4. operator inspection and reporting (follow up)

B. Things to look for

1. hazardous materials/waste labels
2. drums
3. liquids
4. red bags
5. tires
6. automotive batteries
7. anything unusual

II. Application and Maintenance of Daily Cover

A. Minimum thickness must be applied and maintained

1. look for "flagging"
2. inspect regularly
3. fix when required
4. control erosion

B. Use of alternative daily covers

1. tarps
2. spray on materials
3. soil types

III. Intermediate Cover

A. When to apply

B. How much

C. How to maintain

1. erosion control
2. seeding/sodding
3. alternatives

IV. Litter Control

A. Litter fencing

B. Litter collection (the pointed stick)

C. Cover Application

D. Minimization of active face area

E. Enforce covered load requirements

F. Keep at it

V. Inspect, Inspect, Inspect....

University of Florida TREEO Center

October 24, 1996

UNIVERSITY OF FLORIDA
Treeo Center
3900 S.W. 63rd Blvd.
Gainesville, FL 32608-3848

BEN ALEX
MANATEE CO SOLID WASTE
3333 Lena ROAD
BRADENTON, FL 34202

PROGRAM NO.: 7198

INVOICE NO.: 11001

P.O.#: N/A 107373

FEE to attend TREEO course on:
Presented:

LANDFILL OPERATOR TRAINING
MANATEE CO SOLID WASTE MANAGEMENT FACILITY
SEPTEMBER 10-12, 1996

Course Fee: \$7000.00

Amount Received: \$0.00

Balance Due: \$7000.00

Ben A. Alex
11-21-96

COST COVERED BY COLLECTED FEES

BILLING INSTRUCTIONS

- (1) MAKE CHECK PAYABLE TO : UNIVERSITY OF FLORIDA
- (2) FOR PROPER CREDIT CHECK : RETURN REMITTANCE COPY ALONG WITH
- (3) MAIL REMITTANCE COPY OF THIS INVOICE TO : UNIVERSITY OF FLORIDA
Treeo Center
3900 S.W. 63rd Blvd.
Gainesville, FL 32608-3848
Attn: Janet Touchton, Registrar
(904) 392-9570 X112



MANATEE COUNTY PURCHASING
 1112 MANATEE AVENUE WEST
 BRADENTON, FLORIDA 34205
 FAX (941) 749-3034

PURCHASE ORDER
 THIS NUMBER MUST APPEAR
 ON ALL INVOICES, SHIPPING
 PAPERS AND CORRESPONDENCE

107373

1. MAIL THIS ORDER IN TRIPLICATE WITH ONE ORIGINAL BILL OF LADING TO:
 CLERK OF CIRCUIT COURT
 MANATEE COUNTY FINANCE DEPARTMENT
 P.O. BOX 1000
 BRADENTON, FLORIDA 34206
 2. SEND SEPARATE INVOICES FOR EACH SHIPMENT AGAINST THIS CONTRACT.

QUESTIONS, NOTIFICATIONS OR INQUIRY SHOULD BE DIRECTED TO:

MARGE PERENICH
 (941) 749 3058
 CALL ON ALL DELAYED, PARTIAL, SHORT OR DAMAGED SHIPMENTS.

11-19-96 *sd*

PAGE 1 OF 1

ORDER DATE 11/13/96
 REQUISITION NUMBER 137464
 BID NUMBER 97141900
 CONTRACT NUMBER

VENDOR 930617

SHIP TO 000233

UNIVERSITY OF FLORIDA
 TREEO CENTER
 3900 SW 63RD BLVD
 GAINESVILLE FL

PUBLIC WORKS DEPARTMENT
 SOLID WASTE DIVISION
 ATTN: GUSTAVE DIFONZO, MANAGER
 3333 LENA ROAD
 BRADENTON, FL 34202-0000
 (941) 792-8811 EXT: 5428

326083848

CONFIRMATION	FO.B. DESTINATION UNLESS CITED HEREIN.
PHONE DATE	SHIP VIA
TIME	SHIP INST
ORDER CONFIRMED TO	TERMS
	FO.B.
	DELIVER BEFORE 11/13/96

ITEM	STOCK	COMMODITY	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL COST	ACCOUNT NUMBER
1	N/A	105	LANDFILL OPERATOR TRAINING; MANATEE COUNTY SOLID WASTE MANAGEMENT FACILITY SEPTEMBER 10 THRU 12, 1996 INVOICE 11001; CONFIRMING ORDER, SERVICES ALREADY RECEIVED.	1	TC	7,000.00	7,000.00	90.461500.534250.00000
			PURCHASED -			7,000.00		
			TOTAL TAX -			0.00		

SPECIAL INSTRUCTIONS TOTAL 7,000.00

OSHA APPROVAL REQUIRED ON ALL APPLICABLE ITEMS.

CONFIRMING: DO NOT DUPLICATE

QTY ORD	QTY REC'D	QTY B/O	PACKING SLIP #	DATE REC'D	REC'D BY	PAYMENT AUTHORIZED BY
7000.00	7000.00	-0-	11001	Sept 10-12, 1996		H.A. Difonzo 11/13/96

Marge Perenich
 R.C. (ROR) CUTHBERT, C.P.M.

PROGRAM ATTENDANCE LIST
7198 - SOLID WASTE LANDFILL OPERATOR TRAINING
MANATEE COUNTY
09/10/96 - 09/12/96

ALEX, BENJAMIN L.
SOLID WASTE TECH. COORDINATOR
MANATEE COUNTY PUBLIC WORKS DEPT
PO BOX 25010
BRADENTON, FL 34206
941/795-3451

BELL, ERVIN L.
LANDFILL SUPERVISOR
MANATEE CO/PUBLIC WORKS/LANDFILL
3333 LENA ROAD
BRADENTON, FL 34205
813/748-5543

COX, BRENDA

COX, RONALD

MANATEE COUNTY SOLID WASTE
3333 LENA RD
BRADENTON, FL 34202

MANATEE COUNTY SOLID WASTE
3333 LENA RD
BRADENTON, FL 34202
/ -

DIFONZO, GUS A.
SOLID WASTE DIVISION MANGER
MANATEE COUNTY PUB WORKS DEPT
PO BOX 25010
BRADENTON, FL 34206
813/795-3421

DOBOSZ, JOSEPH M.
MANATEE COUNTY SOLID WASTE
3333 LENA RD
BRADENTON, FL 34202
/ -

ETTOVE, VINCENT A.

HAMSWITT, LARRY R.

MANATEE COUNTY SOLID WASTE
3333 LENA RD
BRADENTON, FL 34202

MANATEE COUNTY SOLID WASTE
3333 LENA RD
BRADENTON, FL 34202
/ -

HART, DOUG

MAGUIRE, HARRY W.

MANATEE COUNTY SOLID WASTE
3333 LENA RD
BRADENTON, FL 34202

LANDFILL ATTENDANT
MANATEE CONTY GOVERN
PUBLIC WORKS/SOLID WASTE
PO BOX 25010
BRADENTON, FL 34206
941/795-3428

MILLS, DARRELL

PAGINGTON, GWEN

MANATEE COUNTY SOLID WASTE
3333 LENA RD
BRADENTON, FL 34202

MANATEE COUNTY SOLID WASTE
3333 LENA RD
BRADENTON, FL 34202
/ -

PETUS, EARLY W.

SEELEY, GARY

MANATEE COUNTY SOLID WASTE
3333 LENA RD
BRADENTON, FL 34202

CHIEF EQUIPMENT OPERATOR
MANATEE COUNTY GOVERNMENT
3333 LENA RD
BRADENTON, FL 34202
941/753-7517

UNIVERSITY OF FLORIDA
VISION OF CONTINUING EDUCATION
TREEO CENTER

Page 2
10/31/96
16:07:17

PROGRAM ATTENDANCE LIST
7198 - SOLID WASTE LANDFILL OPERATOR TRAINING
MANATEE COUNTY
09/10/96 - 09/12/96

SMITH, PHILIP B.

MANATEE COUNTY SOLID WASTE
3333 LENA RD
BRADENTON, FL 34202

TUCKER, STEVEN G.

CHIEF EQUIPMENT OPERATOR
MANATEE COUNTY GOVERNMENT
3333 LENA ROAD
BRADENTON, FL 34202
813/748-5543

WALZ, CARI L.

SOLID WASTE SERVICE TECHNICIAN
MANATEE COUNTY PUBLIC WORKS
PO BOX 1000
BRADENTON, FL 34206
813/795-3423

WISNIESKI, JOE

MANATEE COUNTY SOLID WASTE
3333 LENA RD
BRADENTON, FL 34202
/ -

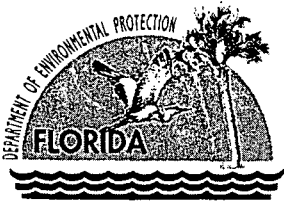
ZIEGLER, JOHN

MANATEE COUNTY SOLID WASTE
3333 LENA RD
BRADENTON, FL 34202

Transmit Confirmation Report

No. : 007
Receiver : 819417953451
Transmitter : WASTE MGT TAMPA SWDIST
Date : Oct 24 96 15:10
Time : 03'45
Mode : Norm
Pages : 04
Result : OK

*FILE: MANTEE CO
LEWA RD LF
CONF FILE*



Department of Environmental Protection

Lawton Chiles
Governor

Southwest District
3804 Coconut Palm Drive
Tampa, Florida 33619

Virginia B. Wetherell
Secretary

August 26, 1996

Mr. Len Bramble, P.E.
Manatee County Public Works Director
1112 Manatee Avenue West
P O Box 1000
Bradenton, FL 34206-1000

Re: Lena Road Sanitary Landfill, Manatee County

Dear Mr. Bramble:

The Department is in receipt of your letter dated August 16, 1996 relative to the proposed and on-going operational improvements, staffing and training at the subject facility. I have reviewed the proposal presented by Manatee County as you requested. The Department will accept the proposed training course and the operational review and audit with a cost to the County of \$17,000 as an in-kind project in lieu of the monetary penalties for past violations of FAC 62-701 at the subject facility. The Department requests specific documentation and submittal with the actual expenditures for the training and the operational review within 30 days after the occurrence of these activities.

Operations at the landfill such as erosion control, litter control, and adequate staffing is an on-going responsibility the County is required to perform in order to comply with all requirements of FAC 62-701. The Department appreciates your efforts in commencing the corrective actions required at the landfill. A recent inspection of the Lena Road Landfill on August 15, 1996 revealed significant operational improvements relating to erosion control, litter control, spotting, and stormwater system maintenance as well as sodding of the swales.

The Department requests that the proposed training course be developed such that the training presentation is specific to subject site. I would appreciate your consideration of allowing FDEP solid waste staff meet with the County and the presenter to discuss and provide input to the proposed presentation.

"Protect, Conserve and Manage Florida's Environment and Natural Resources"

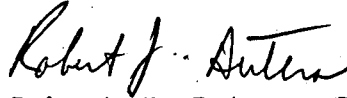
Printed on recycled paper.

Mr. Len Bramble, P.E.
Manatee County

August 26, 1996
Page Two

If you have any questions concerning this letter, please do not hesitate to contact me at (813) 744-6100, extension 451.

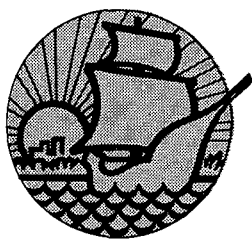
Sincerely,



Robert J. Butera, P.E.
Solid Waste Manager
Southwest District

RJB/

cc: Ernie Padgett, Manatee County Administrator
Dan Gray, Utilities Operations Manager
Gus DiFonzo, Solid Waste Manager
Richard Garrity, FDEP Tampa
Steve Morgan, FDEP Tampa
Danielle Nichols, FDEP Tampa
Kim Ford, P.E., FDEP Tampa



MANATEE COUNTY GOVERNMENT

OFFICE OF THE COUNTY ADMINISTRATOR
"TO SERVE WITH EXCELLENCE"

August 16, 1996

Robert Butera, P.E., FDEP
Division of Waste Management
3804 Coconut Palm Drive
Tampa, FL 33619

RE: Manatee County, Lena Road Sanitary Landfill
Operational/Facility Enhancements.

Dear Mr. Butera:

Per our June 18, 1996 meeting, July 22, 1996 letter to Dr. Garrity (see attached,) and subsequent telephone conversations regarding the above referenced subject, Public Works submits this proposal for operational/facility enhancements and related costs, for your review and comment.

TRAINING: Please find attached a cost proposal and training agenda outline from the University of Florida TREEO Center to conduct Landfill/Operator training for Manatee County Solid Waste Staff. Tentatively, the training is scheduled to start the week of September 9, 1996. Your office will be notified when the exact date has been set. You and your staff are invited to attend. Each employee's name, title, and course they will participate in are listed below. In preparation of our training, staff contacted Sarasota County to solicit their opinion of the training they received from TREEO. Based on staff's conversation, the training was beneficial and educational. However, more focus needs to be placed on site-specific operations. To that end, Mr. Kohl (course instructor) was contacted to structure the training towards our facility's operation. Cost for the training is \$7,000.

<u>EMPLOYEE</u>	<u>TITLE</u>	<u>COURSE</u>
Gus DiFonzo	S.W.Mgr.	All Courses Mgm't.Level
Ben Alex	S.W.Tech.Coor.	"
Bud Bell	Opr. Superv.	"
Gary Seeley	Ch.Eqp.Opr.	"
Steve Tucker	Ch.Eqp.Opr.	"
Doug Hart	EOIII	All Courses Line Level Staff
Philip Smith	EOIII	"
Frank Defer	EOIII	"
Vince Ettore	EOIII	"
John Ziegler	EOIII	"
Early Peters	EOIII	"
Darrell Mills	EOIII	"

I know, he's going to make it "site-specific" but that's what he said ^{for} Sarasota. I don't think it'll be much different. Anyhow, just my thoughts.

??

IT SEEMS THAT IT WOULD BE MORE BENEFICIAL TO DO THE REVIEW/AUDIT BEFORE THE TRAINING

Maybe we can count the operational audit. I have some hesitations about the training part. I thought we ~~we~~ came away ^{from it} feeling like it was OK, not great. While I'm sure any training will be beneficial do we really want him to just go in and do the exact same thing?

ACCORDING TO THIS

MANAGE IS SPENDING

\$ 7,000 - TRAINING COURSE

\$ 10,000 - OPERATIONAL REVIEW/AUDIT

\$ 17,000

S.W. ROUTING

DATE: 8/16/19

- Allison Amram
- Kim Ford
- Steve Morgan
- Susan Pelz
- Danielle Nichols
-

DISPOSITION AFTER REVIEW

- FILE
- Return to Bob Butera

Can we rationalize an in-kind from other than Chris Kahl's training?

Ron Cox	EOIII	"
Harry Maguire	Landf.Attend.	"
Lanny Hammitt	EOI	"
Joe Dobosz	EOIII	"
Joe Wisniewski	Scale Attend.	Waste Screen.Tech.
Brenda Cox	Scale Attend.	"
Teresa Keen	Scal.Hse.Supv.	"
Cari Walz	Sp.Wst.Tech.	All Courses Line Level Staff
Gwendolyn Pagington	S.W.Prog.Spec.	"

STAFFING: As noted in the July 22, 1996 letter effective October 1, 1996 (beginning of FY96/97) Public Works will hire one (1) Landfill Attendant and one (1) Equipment Operator. This additional manpower will provide better utilization of equipment and manpower at all times and support for special projects when necessary. The total annual cost for this additional staffing is approximately \$41,210, (per Manatee County pay grade classification.) During the interim, through the re-assignment of existing staff and a temporary agency, a spotter/puller is assigned to both working faces (residential & commercial) as part of our daily operation.

LITTER CONTROL: As noted in the July 22, 1996 letter to control litter at the facility Solid Waste Staff has employed personnel (usually four) Monday through Friday through a temporary agency. This practice is on-going and has become a part of Public Works' annual budget. On weekends, a work release crew is utilized. The estimated cost to date is \$21,775. The total estimated annual cost for personnel from a Temporary Agency to control litter and perform other labor related tasks is \$50,586.

EROSION CONTROL: As noted in the July 22, 1996 letter, two work assignments with our Solid Waste Consultant are being negotiated to improve stormwater management and minimize erosion and the mixing of stormwater and leachate. As a temporary measure, Solid Waste Staff is working with our Transportation Department to assist in devising temporary improvements to the facility's haul-roads and stormwater conveyance system. The most recent meeting was held between Solid Waste Staff and the Transportation Department on Tuesday, August 13, 1996 to amend and finalize the proposed work. Upon receipt of the finalized proposal, staff will forward the information to your office. Transportation feels it can complete this project over a duration of five weekends. Staff anticipates the final agreed upon cost to be between \$100,000 - \$150,000.

Since our June 18, 1996 meeting, Solid Waste Staff has procured approximately 20 acres of sod, seed, mulch and pegging, at a cost of \$32,392. In addition, Staff has purchased 2000 linear feet of silt fencing, which will be installed in areas prone to heavy siltation.

Furthermore, Solid Waste Staff received assistance from Public Work crews to implement improvements to the facility's stormwater conveyance system. This work included installing rip-rap, along an existing swale and at the Stage I western stormwater ditch. The estimated cost for these repairs is \$2,000. These improvements have improved flow to the ditch and eliminated erosion of the bank. Public Works crew will continue to assist Solid Waste for stormwater improvements on an as-needed basis.

OPERATIONS REVIEW: As noted in the July 22, 1996 letter Public Works will procure an outside service to perform an operational review/audit of our Solid Waste Operations. Our Solid Waste Consultant has recommended Mr. Kohl, to perform the Operations Review. At the conclusion of Mr. Kohl's training, staff will innitiate negotiations with him to perform this service. Manatee County Staff will keep your office informed throughout the procurement process. The estimated cost for this operational review is \$10,000. OK

Additionally, the following represents other pertinent related issues/programs sustained and on-going:

- *Load checking program
- *Retention and/or detention ponds, ditches, culverts (berms maintained)
- *Interceptor berms at the working faces

The estimated total cost for all the within noted operational and facility enhancements is approximately \$285,000.

I appreciate your review of this proposal and respectfully request your comments in writing. I reiterate on behalf of Manatee County, our committment to you, your Department, and the citizens of this County, to strive to provide the best possible Solid Waste Management Facility and Services. If you require additional information, please contact me at (941)792-8811, Ext. 5244.

Sincerely,



Len Bramble, P. E.
Public Works Director

cc: Ernie Padgett, County Administrator
Dan Gray, Utilities Operations Manager
Dr. Garrity, FDEP
Gus DiFonzo, Solid Waste Manager
Steve Morgan, FDEP



MANATEE COUNTY GOVERNMENT

OFFICE OF THE COUNTY ADMINISTRATOR
"TO SERVE WITH EXCELLENCE"

July 22, 1996

Richard Garrity, Ph.D.
Director of District Management
Department of Environmental Protection, South West District
3804 Coconut Palm Drive
Tampa, FL 33619

Re: Manatee County, Lena Road Sanitary Landfill

Dear Dr. Garrity:

Manatee County Government is committed to providing the best possible solid waste management services to its citizens while minimizing the threat to public health and the environment. As a result of our June 18, 1996 meeting, I have authorized the Public Works Department to initiate efforts designed to improve our commitment to the citizens of Manatee County. As discussed during our meeting, these efforts will include, but that not limited to, the following:

Training:

All solid waste staff will receive training in proper solid waste management. Recently, our Solid Waste Manager completed SWANA's Principals of Managing Integrated Municipal Solid Waste Management Systems training course and our Technical Coordinator completed SWANA's Manager of Landfill Operations training course. It is my goal to initiate an operational and managerial training program for our staff similar to the program that Sarasota County's solid waste staff will be receiving. The topics I feel we should focus on include:

1. Operational Techniques;
2. Prevention of storm water and leachate mixing;
3. Erosion Control;
4. Litter Control;
5. Storm Water System Maintenance;
6. Waste Screening Techniques;
7. Wet Weather Operations; and
8. Application and Maintenance of Daily Cover.

A meeting was held on July 11, 1996 with a TREEO representative to outline the course and to provide a cost estimate. Sarasota County will begin training in mid July. It is our goal to have this initial training completed by September 1996. Additionally, we will pursue management and supervisory training opportunities for our solid waste managers and supervisors.

Richard Garrity, Ph.D.
July 22, 1996
Page 2

Staffing:

Effective October 1, 1996 (beginning of FY 96/97 budget year) Public Works will hire one (1) Landfill Attendant and one (1) Equipment Operator. The primary responsibility of this Landfill Attendant will be to spot and pull unacceptable waste and direct traffic at the commercial working face. Currently and ongoing, through the re-assignment of existing staff, a spotter/puller is assigned to the residential, pick-up working face as part of our daily operation. The primary responsibility of the Equipment Operator will be to operate heavy equipment such as a compactor, dozer, scraper or bush hog/mower. The additional manpower will provide better utilization of equipment and manpower at all times and support for special projects when the need arises.

Within six (6) months after these two positions are added and filled, we will evaluate the impact of these additional positions on landfill operations and maintenance, including input from your Department.

Litter Control:

To manage litter at the facility, solid waste staff has employed personnel (usually four,) Monday through Friday, through a Temporary Agency to collect windblown litter and perform various maintenance duties. This practice will continue and become a part of Public Work's annual budget. Additionally, on weekends, a work release crew polices the facility for litter and assist in minor groundskeeping operations.

Erosion Control:

To improve storm water management and to minimize mixing of storm water and leachate, two work assignments with our solid waste consultant are being negotiated. One work assignment focuses on developing a fill sequence plan designed to improve our filling operations and ability to manage the incoming waste stream. The second work assignment focuses on improvements to the facility's storm water management system. While negotiations are ongoing with our consultant, solid waste staff has contacted our Transportation Department to assist in devising improvements to the facility's haul roads and storm water conveyance system.

Richard Garrity, Ph.D.
July 22, 1996
Page 3

Enforcement Operations:

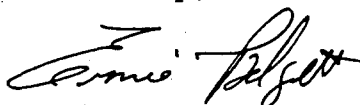
To improve staff's ability to perform load inspections and flow control, the solid waste related activities of two (2) existing enforcement officers will be increased. Their responsibility will be to perform load inspections, waste screening, and to monitor incoming waste for origin and content. The primary responsibility of the enforcement officers will be to reject out-of-county waste and to prevent unacceptable waste from entering the landfill.

Operations Review:

Public Works will procure an outside company to perform an operational review of our solid waste operations. This review will focus on suggesting improvements to our current method of solid waste management and how it relates to adherence to Federal, State and Local laws.

Once these programs are in place, I am confident that the citizens of Manatee County and your staff will see a marked improvement in our ability to manage our solid waste stream. I appreciate your involvement in this matter and look forward to your staff's continued support in our efforts to provide the best possible solid waste management services to the citizens of Manatee County. Staff will keep your office informed as to the progress of these efforts. If you require additional information regarding this matter, please contact me at (941) 745-3721, Ext. 3721.

Sincerely,



Ernie Padgett
County Administrator

cc: Robert Butera, P.E., FDEP
Steve Morgan, FDEP
Len Bramble, P.E., Public Works Director
Dan Gray, Utilities Operations Manager
Gus DiFonzo, Solid Waste Manager



UNIVERSITY OF FLORIDA

Division of Continuing Education
Center for Training, Research and Education
for Environmental Occupations (TREEO)

3900 SW 63rd Boulevard
Gainesville, Florida 32608-3848
904-392-9570
(FAX) 904-392-6910
SC 622-9570

August 1, 1996

Ben Alex
Manatee County Solid Waste
3333 Lena Rd.
Bradenton, FL 34202

Dear Mr. Alex,

I appreciate the opportunity to provide you with a cost proposal to conduct landfill operator training for Manatee County Solid Waste Department. The University of Florida TREEO Center (UF/TREEO) has been providing quality training for environmental professionals since 1978. Over 4000 students are trained yearly at our facility in Gainesville, Florida and at other locations in Florida, around the United States and overseas.

The attached agenda and outline details the topics to be covered, course lengths and employee groups to be trained. UF/TREEO will provide the course instruction, instructional materials and certificates of attendance. Manatee County Solid Waste Department will provide the training facility, audio visual equipment and refreshments (if desired).

UF/TREEO is submitting the attached outline to the state landfill operators continuing education committee for approval for two contact hours per course.

The courses can be scheduled at your convenience. The scheduling will provide for a minimum of two courses per day.

The total cost of these courses is \$7,000. Payment will be due at the completion of training.

If you have any questions about this proposal, you may reach me at (352)392-9570, x109. We look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Carol Magary'.

Carol Magary
Assistant Director, Business Services

Enclosure

Training Agenda and Outline for Manatee County Landfill

**Training Programs to be Developed and Presented by Chris S. Kohl,
Sr. Vice President, Florida Landfill Technologies, LLC
in Conjunction with the University of Florida Center for Training,
Research and Education for Environmental Occupations (UF/TREEO)**

Introduction

TREEO Center was contacted by Manatee County Landfill a request for specific on site training for the management and staff of their landfill. The objective of the training is to provide site specific assistance with the development of additional staff expertise in the following areas:

1. Erosion Control
2. Litter Control
3. Stormwater System Maintenance
4. Waste Screening Techniques
5. Wet Weather Operations
6. Application and Maintenance of Daily Cover

Course development will be based on site visits to observe operational characteristics (minimum of two visits), discussions with landfill staff, input from South Florida Water Management district and Florida Department of Environmental Protection, regulatory compliance, site specific conditions, and experience with landfill operations in Florida.

The training sessions will be limited to two hours each, with separate presentations prepared for line level staff and management. It is anticipated that two sessions of two hour duration will be presented to each group,

Course Outlines

The same basic outline will be used for the presentations given to line staff and the presentations given to management, although the actual content will differ. The attached outlines summarize the intended course content which will be finalized based on the site visits and staff interviews.

Course I: When it Rains, It Pours (And We Stay Open)**I. You Can't Stop the Rain**

- A. the hydrologic cycle
- B. impacts on landfill operations
- C. function of the stormwater system
- D. segregation of stormwater and leachate
- E. anticipate the rain
- F. you can't drive where there's no road

II. The Factors Effecting Erosion

- A. quantity of water
- B. condition of run off surface
- C. slope/velocity
- D. energy dissipation
- E. juggling these factors to minimize erosion

III. Water Flows Downhill

- A. design of stormwater system
- B. maintaining stormwater system function
- C. modification of stormwater system (don't do it without permitting advice)
- D. temporary letdown structures and energy dissipators
- E. segregation of stormwater from leachate
- F. temporary roads

IV. A Wet Weather Plan

- A. development of a wet weather plan
- B. designating a wet weather cell and knowing when to use it
- C. road maintenance
- D. towing
- E. learning from disaster

V. A Process For Developing Solutions

- A. encourage everyone to participate
- B. utilize all your resources
- C. keep an open mind
- D. make sure the problem is properly defined

Course 2: What Can I accept and How Do I Keep it From Blowing Around**I. Waste Screening****A. Multi-tier system**

1. prior approval system for "special" wastes
2. scalehouse description and inspection
3. spotter inspection and reporting (follow up)
4. operator inspection and reporting (follow up)

B. Things to look for

1. hazardous materials/waste labels
2. drums
3. liquids
4. red bags
5. tires
6. automotive batteries
7. anything unusual

II. Application and Maintenance of Daily Cover**A. Minimum thickness must be applied and maintained**

1. look for "flagging"
2. inspect regularly
3. fix when required
4. control erosion

B. Use of alternative daily covers

1. tarps
2. spray on materials
3. soil types

III. Intermediate Cover**A. When to apply****B. How much****C. How to maintain**

1. erosion control
2. seeding/sodding
3. alternatives

IV. Litter Control**A. Litter fencing****B. Litter collection (the pointed stick)****C. Cover Application****D. Minimization of active face area****E. Enforce covered load requirements****F. Keep at it****V. Inspect, Inspect, Inspect....**

STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
SOUTHWEST DISTRICT

CONVERSATION RECORD

Date 8-6-96

Subject LENA RD. LF -

Time 3:00 P.M.

Permit No. _____

County MANAREE COUNTY

MR. LEN BRAMBLE

Telephone No. -

Representing MANAREE COUNTY

Phoned Me Was Called Scheduled Meeting Unscheduled Meeting

Other Individuals Involved in Conversation/Meeting _____

Summary of Conversation/Meeting _____

LEN BRAMBLE AGREED TO SEND A FOLLOW-UP LETTER TO FDEP IDENTIFYING SPECIFIC TRAINING, PERSONNEL TO BE TRAINED AND DATE OF TRAINING (SEPARATE DISCUSSION) w/ GUS DIBONZO - WILL GIVE LEN THIS INFORMATION ASAP. LEN WILL ADDRESS OTHER ISSUES SUCH AS OPA SUPPORT, TRAINING @ LF WITH COSTS VERIFIED. FDEP AGREED TO SENDING THE COUNTY A LETTER DOCUMENTARY WHAT IS EXPECTED AND WOULD NOT VIOLATE A C.D. DISCUSSION w/ GUS DIBONZO: 8-6-96

(1) LIABILITY FOR COUNTY RELATIVE TO TEMP. PERSONNEL IS NOT AN ISSUE.

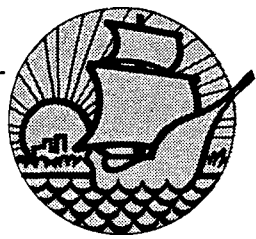
(2) SUBSTANTIAL QUANTITIES OF UNACCEPTABLE WASTE IS CURRENTLY BEING PROD FROM WORKING TALE.

(3) INFORMED GUS TO CONTACT TIM LAWRENCE OR DAVID BULLOCK ON THEIR OPINION OF THEIR TRAINING SESSIONS. I SUGGESTED IT BE MORE SITE SPECIFIC.

(continue on another sheet, if necessary)

Signature Robert J. Antea

Title P.E. III



FILE: manatee CO
LENA ROAD LF
FILE

MANATEE COUNTY GOVERNMENT

OFFICE OF THE COUNTY ADMINISTRATOR
"TO SERVE WITH EXCELLENCE"

July 22, 1996

D.E.P.

JUL 25 1996

Richard Garrity, Ph.D.
Director of District Management
Department of Environmental Protection, South West District
3804 Coconut Palm Drive
Tampa, FL 33619

SOUTHWEST DISTRICT
TAMPA

Re: Manatee County, Lena Road Sanitary Landfill

Dear Dr. Garrity:

Manatee County Government is committed to providing the best possible solid waste management services to its citizens while minimizing the threat to public health and the environment. As a result of our June 18, 1996 meeting, I have authorized the Public Works Department to initiate efforts designed to improve our commitment to the citizens of Manatee County. As discussed during our meeting, these efforts will include, but that not limited to, the following:

Training:

All solid waste staff will receive training in proper solid waste management. Recently, our Solid Waste Manager completed SWANA's Principals of Managing Integrated Municipal Solid Waste Management Systems training course and our Technical Coordinator completed SWANA's Manager of Landfill Operations training course. It is my goal to initiate an operational and managerial training program for our staff similar to the program that Sarasota County's solid waste staff will be receiving. The topics I feel we should focus on include:

1. Operational Techniques;
2. Prevention of storm water and leachate mixing;
3. Erosion Control;
4. Litter Control;
5. Storm Water System Maintenance;
6. Waste Screening Techniques;
7. Wet Weather Operations; and
8. Application and Maintenance of Daily Cover.

A meeting was held on July 11, 1996 with a TREEO representative to outline the course and to provide a cost estimate. Sarasota County will begin training in mid July. It is our goal to have this initial training completed by September 1996. Additionally, we will pursue management and supervisory training opportunities for our solid waste managers and supervisors.

Richard Garrity, Ph.D.
July 22, 1996
Page 2

Staffing:

Effective October 1, 1996 (beginning of FY 96/97 budget year) Public Works will hire one (1) Landfill Attendant and one (1) Equipment Operator. The primary responsibility of this Landfill Attendant will be to spot and pull unacceptable waste and direct traffic at the commercial working face. Currently and ongoing, through the re-assignment of existing staff, a spotter/puller is assigned to the residential, pick-up working face as part of our daily operation. The primary responsibility of the Equipment Operator will be to operate heavy equipment such as a compactor, dozer, scraper or bush hog/mower. The additional manpower will provide better utilization of equipment and manpower at all times and support for special projects when the need arises.

Within six (6) months after these two positions are added and filled, we will evaluate the impact of these additional positions on landfill operations and maintenance, including input from your Department.

Litter Control:

To manage litter at the facility, solid waste staff has employed personnel (usually four,) Monday through Friday, through a Temporary Agency to collect windblown litter and perform various maintenance duties. This practice will continue and become a part of Public Work's annual budget. Additionally, on weekends, a work release crew polices the facility for litter and assist in minor groundskeeping operations.

Erosion Control:

To improve storm water management and to minimize mixing of storm water and leachate, two work assignments with our solid waste consultant are being negotiated. One work assignment focuses on developing a fill sequence plan designed to improve our filling operations and ability to manage the incoming waste stream. The second work assignment focuses on improvements to the facility's storm water management system. While negotiations are ongoing with our consultant, solid waste staff has contacted our Transportation Department to assist in devising improvements to the facility's haul roads and storm water conveyance system.

Richard Garrity, Ph.D.
July 22, 1996
Page 3

Enforcement Operations:

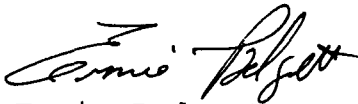
To improve staff's ability to perform load inspections and flow control, the solid waste related activities of two (2) existing enforcement officers will be increased. Their responsibility will be to perform load inspections, waste screening, and to monitor incoming waste for origin and content. The primary responsibility of the enforcement officers will be to reject out-of-county waste and to prevent unacceptable waste from entering the landfill.

Operations Review:

Public Works will procure an outside company to perform an operational review of our solid waste operations. This review will focus on suggesting improvements to our current method of solid waste management and how it relates to adherence to Federal, State and Local laws.

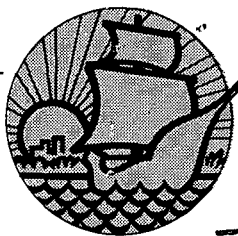
Once these programs are in place, I am confident that the citizens of Manatee County and your staff will see a marked improvement in our ability to manage our solid waste stream. I appreciate your involvement in this matter and look forward to your staff's continued support in our efforts to provide the best possible solid waste management services to the citizens of Manatee County. Staff will keep your office informed as to the progress of these efforts. If you require additional information regarding this matter, please contact me at (941) 745-3721, Ext. 3721.

Sincerely,



Ernie Padgett
County Administrator

cc: Robert Butera, P.E., FDEP
Steve Morgan, FDEP
Len Bramble, P.E., Public Works Director
Dan Gray, Utilities Operations Manager
Gus DiFonzo, Solid Waste Manager



Handwritten notes: DJP/SAM/RS -

MANATEE COUNTY GOVERNMENT

Handwritten: Bill K

OFFICE OF THE COUNTY ADMINISTRATOR
"TO SERVE WITH EXCELLENCE"

Handwritten: - WAITING FOR LETTER FROM LENA BRAMBLE AS FOLLOWED UP TO THE LETTER.
PER TELEPHONE 86-96 @ 2:45 P.M.

July 22, 1996

D.E.P.

Handwritten: FB

Handwritten: - FLET WILL MAKE A RESPONSE REGARDING DOCUMENTATION & TRAINING - NO C.O. TAMPA
JUL 25 1996
SOUTHWEST DISTRICT

Richard Garrity, Ph.D.
Director of District Management
Department of Environmental Protection, South West District
3804 Coconut Palm Drive
Tampa, FL 33619

Re: Manatee County, Lena Road Sanitary Landfill

Dear Dr. Garrity:

Manatee County Government is committed to providing the best possible solid waste management services to its citizens while minimizing the threat to public health and the environment. As a result of our June 18, 1996 meeting, I have authorized the Public Works Department to initiate efforts designed to improve our commitment to the citizens of Manatee County. As discussed during our meeting, these efforts will include, but not limited to, the following:

Training:

All solid waste staff will receive training in proper solid waste management. Recently, our Solid Waste Manager completed SWANA's Principals of Managing Integrated Municipal Solid Waste Management Systems training course and our Technical Coordinator completed SWANA's Manager of Landfill Operations training course. It is my goal to initiate an operational and managerial training program for our staff similar to the program that Sarasota County's solid waste staff will be receiving. The topics I feel we should focus on include:

1. Operational Techniques;
2. Prevention of storm water and leachate mixing;
3. Erosion Control;
4. Litter Control;
5. Storm Water System Maintenance;
6. Waste Screening Techniques;
7. Wet Weather Operations; and
8. Application and Maintenance of Daily Cover.

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Richard Garrity, Ph.D.
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in summary

Erosion Control:

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PPP

↑
So there's going to
be someone on the
ground at the
residential face?

It appears
they still don't have anyone
to collect litter from the
stormwater ditches during the
week. Unacceptable

IN DITCHES ??

SPRINK.

Temp. Personnel

Richard Garrity, Ph.D.
July 22, 1996
Page 3

Enforcement Operations:

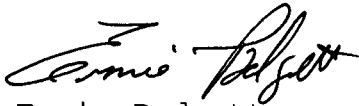
N/A
OK
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Sincerely,



Ernie Padgett
County Administrator

cc: Robert Butera, P.E., FDEP
Steve Morgan, FDEP
Len Bramble, P.E., Public Works Director
Dan Gray, Utilities Operations Manager
Gus DiFonzo, Solid Waste Manager



Lawton Chiles
Governor

Florida Department of Environmental Protection

Southwest District
3804 Coconut Palm Drive
Tampa, Florida 33619

Virginia B. Wetherell
Secretary

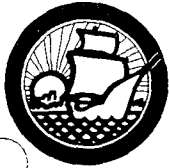
DATE: 6-18-96

TIME: 2:00 P.M.

SUBJECT: WARNING LETTER - LENA CO. LANDFILL

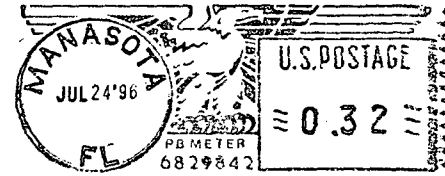
A T T E N D E E S

Name	Affiliation	Telephone
<i>Robert J. Antem</i>	<i>FOEP</i>	<i>813-744-6100 x451</i>
<i>Danielle Nichols</i>	<i>" - SW</i>	<i>" X375</i>
<i>STEVE MORGAN</i>	<i>FOEP - SW</i>	<i>(813) 744-6100 x385</i>
<i>Ernie Fadgett</i>	<i>Manatee Co.</i>	<i>941-245-3783</i>
<i>LOW BRAMBLE</i>	<i>MANATEE COUNTY</i>	<i>(941) 792-8811</i>
<i>Rick Gantley</i>	<i>DEP</i>	<i>744-6100 ext. 352</i>



Manatee County Public Works

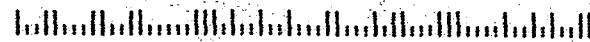
Administration
4410 66th St. West, Zip 34210
P.O. Box 25010
Bradenton, FL 34206



Richard Garrity, Ph.D.
Director of District Management
Department of Environmental Protection, Southwest District
3804 Coconut Palm Drive
Tampa, FL. 33619

7010

33619-8327 71





Lena Rd LF

Stormwater ditch cleanings/sediment
disposed

4-17-96 KBF, DN

Lena Rd LF

4-17-96 DN KBF

broken monitor well

cover on east side

Lena Rd LF

KBF 4-17-96

Lena Rd LF

residential c/s I face
no spotter or operator^{equip.}

DN 4-17-96



Lena Rd LF

Manatee

HHW improvements

4-17-96

DN

Lena Rd LF

Manatee

no berm around working face

4-17-96 KBF

Lena Rd LF

KBF 4-17-96

Lena Rd. LF

4-17-96

KBF, DN



Lena Rd LF

4-17-96

KBF, DN

Lena Rd LF

residential cls I face

leaking truck battery disposed

DN 4-17-96

Lena Rd LF

4-17-96

Litter^{still} in SW ditch

SE corner



Lena Rd LF

SW ditch

along east side

KBF, DN

4-17-96

LENA Rd. LF 4/9/96



INTER CLOSURE

AA



Lena Rd. LF
north side slope
RJB, DN 4-11-96

Lena Rd LF
improvements @
HHW
DN, RJB 4-11-96

Lena Rd LF
RJB, DN 4-11-96
erosion filled w/litter
on north side slope

Lena Rd. LF
unapproved disposal of
"supposed" roofing

- bucket
- household garbage
- hydraulic jack



Lena Rd. LF
DN, RJB 4-11-96
part of active face

Lena Rd. LF
RJB, IN 4-11-96
HHW

Outside containment due to
improvements in process

Lena Rd. LF
new fluorescent bulb (improvement)
@ HHW
DN RJB 4-11-96

Lena Rd. LF
Scrap metal
4-11-96 DN RJB



Lena Rd. LF

RSB, DN 4-11-96

litter, erosion on north side slope

Lena Rd. LF

unapproved disposal at yard waste area

RSB, DN 4-11-96



Lena Rd. LF

RJB, DN 4/11/96

clogged stormwater conduit

litter creating leachate

Lena Rd. LF

4/11/96 RJB, DN

Yard waste area

Lena Rd. LF

clogged conduit

waste in stormwater swale

DN, RJB 4-11-96



Lena Rd. LF

RSB, DN 4-11-96

roofing + disposed in
yard trash area

Lena Rd. LF

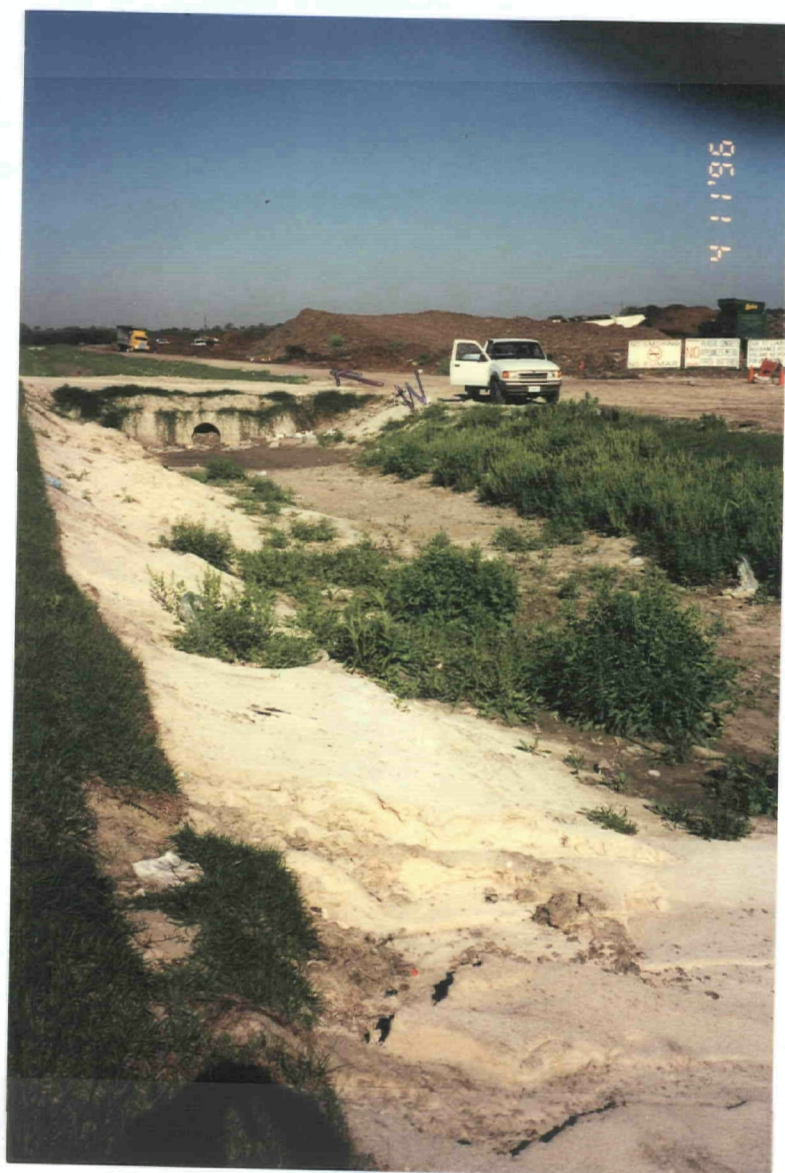
unapproved disposal in
yard waste area

RSB, DN 4-11-96

Lena Rd. LF

unapproved disposal @
yard waste area

RSB, DN 4-11-96



Lena Rd. LF

Eroded

sediment

in stormwater swale

along north side

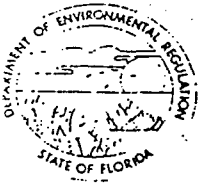
RSB, DN 4/11/96



Lena Rd. LF

4-11-96

DN, RJB



State of Florida
DEPARTMENT OF ENVIRONMENTAL REGULATION

For Routing To Other Than The Addressee	
To: _____	Location: _____
To: _____	Location: _____
To: _____	Location: _____
From: _____	Date: _____

Interoffice Memorandum

ENFORCEMENT/COMPLIANCE COVER MEMO

TO: RICK GARRITY, DDM
 WILLIAM KUTASH, ENV. ADM.
 OGC, ATTN: _____

FROM/THROUGH:

Bill Kutash _____, DIVISION ADMINISTRATOR
Bob Butera RB 4/26/96 _____, PROGRAM SUPERVISOR
Steve Morgan _____, SECTION SUPERVISOR SM 4/25/96
Danielle Nichols DN 4/25 _____, ENG, ENV SPEC, GEOLOGIST

DATE: 4-25-96

FILE NAME: Lena Rd. LF CASE #: WL96-0004SW41SWD
PROGRAM: SW COUNTY: Manatee

TYPE OF DOCUMENT:

WARNING LETTER FINAL ORDER _____ CASE REPORT _____
DRAFT _____ OR FINAL _____ NOV _____ CONSENT ORDER _____
PENALTY AUTHORIZATION _____ OTHER _____

BRIEF DESCRIPTION OF VIOLATION: numerous Operational Violations

SUMMARY OF CORRECTIVE ACTIONS: _____

PENALTY SUMMARY:

EXTENT OF DEVIATION _____ POTENTIAL FOR HARM _____
MODIFIERS: _____

PENALTY AMOUNT: 15,000 COST AND EXPENSES: _____

TOTAL PENALTY AMOUNT: 15,000 APPROVED BY SECRETARY: _____

RECEIPT FOR CERTIFIED MAIL

NO INSURANCE COVERAGE PROVIDED
NOT FOR INTERNATIONAL MAIL

(See Reverse)

Send to <i>Manatee County Public Serv.</i> <i>Mr Lenox Bramble</i>	
Street and No. <i>4410 66th St. St.</i>	
P.O. State and ZIP Code <i>Bradenton, FL 34210</i>	
Postage	S
Certified Fee	
Special Delivery Fee	
Restricted Delivery Fee	
Return Receipt showing to whom and Date Delivered	
Return Receipt showing to whom, Date, and Address of Delivery	
TOTAL Postage and Fees	S
Postmark or Date	

PS Form 3800, June 1985

Is your RETURN ADDRESS completed on the reverse side?

SENDER:

- Complete items 1 and/or 2 for additional services.
- Complete items 3, and 4a & b.
- Print your name and address on the reverse of this form so that we can return this card to you.
- Attach this form to the front of the mailpiece, or on the back if space does not permit.
- Write "Return Receipt Requested" on the mailpiece below the article number.
- The Return Receipt will show to whom the article was delivered and the date delivered.

I also wish to receive the following services (for an extra fee):

- Addressee's Address
- Restricted Delivery

Consult postmaster for fee.

3. Article Addressed to:
Manatee County Public Serv.
Mr Lenox Bramble
4410 66th Street Street
Bradenton, FL 34210

4a. Article Number
P 079 946 372

- 4b. Service Type
- | | |
|---|--|
| <input type="checkbox"/> Registered | <input type="checkbox"/> Insured |
| <input checked="" type="checkbox"/> Certified | <input type="checkbox"/> COD |
| <input type="checkbox"/> Express Mail | <input checked="" type="checkbox"/> Return Receipt for Merchandise |

7. Date of Delivery
5 29 86

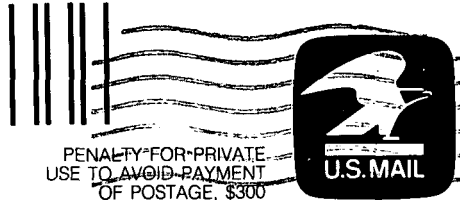
5. Signature (Addressee)
LR Bramble

8. Addressee's Address (Only if requested and fee is paid)

6. Signature (Agent)

Thank you for using Return Receipt Service.

UNITED STATES POSTAL SERVICE



Official Business

PENALTY FOR PRIVATE USE TO AVOID PAYMENT OF POSTAGE, \$300

RECEIVED
MAY 03 1996

Department of Environmental Protection, name, address and ZIP Code here
SOUTHWEST DISTRICT

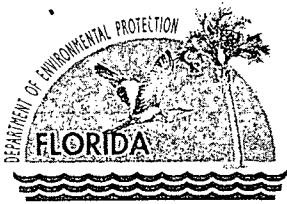
BY

Danielle Nichols

State of Florida
Department of Environmental Protection
3804 Coconut Palm Drive
Tampa, Florida 33619-8318

71

*71
Hona Rd Lankell*



Department of Environmental Protection

Lawton Chiles
Governor

Southwest District
3804 Coconut Palm Drive
Tampa, Florida 33619

Virginia B. Wetherell
Secretary

APR 26 1996

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

April 26, 1996

Manatee County Public Services
Mr. Lenox Bramble
4410 66th Street West
Bradenton, FL 34210

WARNING LETTER # WL96-0004SW41SWD

RE: Lena Road Landfill
SO41-211176, Manatee County

Dear Mr. Bramble:

The purpose of this letter is to advise you of possible violations of law for which you may be responsible, and to seek your cooperation in resolving the matter. A field inspection conducted on April 11, 1996 of the Lena Road Landfill indicates that violations of Florida Statutes and Rules and the current permit may exist at the above-referenced facility. Department of Environmental Protection personnel observed the following conditions at the facility:

1. There is not adequate spotting and pulling of unacceptable waste, particularly tires at the small Class I area for private individuals. **Florida Administrative Code Rule (F.A.C.) 62-701.500(1)**
2. A random load checking program is not being performed in accordance with **F.A.C. Rule 62.701-500(6)**.
3. There is disposal of whole waste tires. **F.A.C. Rule 62-701.300(8)(e) and S.C. #16 of current permit.**
4. Stormwater swales are not being properly maintained. Litter was observed in the swales and the conveyance conduits were clogged. There was a considerable quantity of eroded sediment present in the north ditch. **F.A.C. Rule 62-701.500(10)**
5. Litter in the stormwater ditch is creating leachate and consequently mixing stormwater and leachate. **F.A.C. Rule 62-701.400(9)(d)**
6. Litter control is significantly deficient. **F.A.C. Rule 62-701.500(7)(l)**
7. The leachate pond was at the same level as the stormwater pond. Maintenance of an inward gradient across the slurry wall is questionable. **F.A.C. Rule 62-701.500(8)(b)**
8. Maintenance of eroded areas is not adequate and must be addressed continually. Gullies noted on the north side slope were filled with litter and there appeared to be small amounts of exposed waste. This deficiency may be allowing leachate to seep out of the side slopes as well. **F.A.C. Rule 62-701.500(7)(j)**

"Protect, Conserve and Manage Florida's Environment and Natural Resources"

9. There has been unapproved disposal of C&D debris, Class III, and Class I waste in the northwest corner of the yard waste area. F.A.C. Rule 62-701.300(1)(a)

A revisit to the site on April 17, 1996 revealed most of the deficiencies noted above had not been corrected.

- There was no spotter or even an equipment operator at the active face of the residential Class I area while approximately five loads were being dumped. Tires and a battery were observed disposed at the landfill.
- There did not appear to be any change in the condition of the stormwater ditches.
- While workers were present picking up litter on April 17, they were not addressing the stormwater ditches at all, therefore there was still mixing of stormwater and leachate.
- The litter in the erosion gullies had been removed however the cover on the north side slope still needed to be addressed.
- Removal of the unpermitted waste in the yard waste area had not been completed at the time of the re-inspection.

You are advised that any activity at your facility that may be contributing to violations of the above described statutes and rules should cease immediately. The operation of a facility in violation of state statutes or rules may result in liability for damages and restoration, and the judicial imposition of civil penalties up to \$10,000 per violation per day pursuant to Sections 403.141 and 403.161, Florida Statutes. It is the Department's policy to typically initiate enforcement action and seek civil penalties for the above described violations. The decision to initiate enforcement action is made and penalties calculated based on the severity of violations, the length of time the violation continues, and the responsiveness or non-responsiveness of the Respondent in correction of the violation. The penalty amount for conditions such as those outlined above is \$15,000.

You are requested to contact Steve Morgan at 813/744-6100, ext. 385 to arrange a meeting to discuss this Warning Letter. The Department is interested in reviewing any facts you may have that will assist in determining whether any violations have occurred. You may bring anyone with you to the meeting that you feel could help resolve this matter.

PLEASE BE ADVISED that this Warning Letter is part of an agency investigation, preliminary to agency action in accordance with Section 120.57(4), Florida Statutes. We look forward to your cooperation in completing the investigation and resolution of this matter.

Sincerely,



Richard D. Garrity, Ph.D.
Director of District Management
Southwest District

Enclosure

cc: Daniel Gray
Ben Alex
Gus DiFonso
Steve Morgan
Robert Butera