**Attachment K-2**

**Household Hazardous Waste Collection**

**And Storage Facility**

**Lena Road Landfill**

**3333 Lena Road**

**Bradenton, FL 34202**

**Revised May 10, 2010**

Prepared by

:

Manatee County Government

Utilities Department

Solid Waste Division

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333 Lena Road

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Revised June 10, 2011

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Conditionally Exempt Small Quantity Generators (CESQG): (40 CFR 261.5) A generator who produces no more than 100 kg (220 lbs) of hazardous waste or no more than 1 kg of acutely hazardous waste per month.

Contingency Plan: A document setting out an organized, planned, and coordinated course of action.

Hazardous Material: A substance or material including a hazardous substance, which has been determined by the Secretary of Transportation capable of posing an unreasonable risk to health, safety, and property during transportation.

Household Hazardous Waste Collection and Storage Facility: A facility established by the Manatee County Board of County Commissioners to provide hazardous waste disposal services to households.

Household: Single and multiple dwellings and other residential sources within Manatee County.

Personal Protective Equipment: Equipment used to protect individuals from chemical, physical and biological hazards.

Training: Instruction in the use of equipment, personal protective equipment, site safety and handling.

The Manatee County Household Hazardous Waste Collection and Storage Facility opened in May 1993 within the Stage III Landfill. This facility was removed as solid waste filled the Stage III Landfill.

The recently completed Administration Facilities includes a household hazardous waste collection and storage facility. The facility floor plan is shown on Figure K-2-1, and a cross section is shown on Figure K-2-2. The building includes forced air ventilation, dry chemical fire suppression system, and storage for hazardous waste. The building is engineered to comply with EPA, NAPA, and OSHA standards and regulations for storing hazardous chemicals and wastes. The building is also corrosion resistant and features secondary containment for the prevention of spills or leaks. The facility has a concrete slab and is under a roof as shown on the figures. The materials processed and the method of processing remains essentially the same at the new facility.

The Manatee County Household Hazardous Waste Collection Facility (HHW Facility) is located at 3333 Lena Road, Bradenton, Florida. The Facility has asecured storage building specifically designed for the storage of hazardous materials and/or wastes. The major components of theHHW Facility are as follows:

* Security System: The entire site is fenced with a six (6) foot high chain link fence topped with a triple strand of barbed wire. Four gates provide ingress and egress to the facility. When not in use, the facility is locked and secured. A double security exists in that the main access road into the County Landfill has a gate and is secured when the Landfill is not in operation.
* Containment and Storage System: The storage building is specifically designed for hazardous materials featuring secondary containment in the event of a spill. The building is equipped with forced air ventilation and dry chemical fire suppression systems**.** The building has separate storage bays. A heavy-duty locked aluminum storage cabinet anchored to a concrete slab serves as the ammunition locker and does not have a dry chemical fire suppression system.
* The hazardous materials storage is under roof along with covered containment areas for storage of fluorescent bulb closed storage rack, and the waste oil tank. The containment areas are submerged and surrounded by cement reinforced containment walls.
* The storage buildings sit flush with an impervious, slightly sloped, reinforced containment area. The Facility is located inside the confines of the Manatee County Solid Waste Management Landfill Facility.

The facility is open to Manatee County residents on the third Saturday of each month from 9:00 a.m. to 3:00 p.m. Wastes that are classed as medical or radioactive are not accepted. There is not a disposal weight limit during the collections and disposal is provided free of charge to County residents. The cost of the program is funded by landfill disposal tipping fees.

A semi-annual event is held at several sites throughout Manatee County in the spring and fall of the year. Siting Locations of the event are at the HHW Lena Road Landfill Facility and at the Utilities Department Complex, 4501 4410 66th Street West, Bradenton, Florida, Palmetto Fairgrounds, 1303 17th St. W. Palmetto, Florida and various other County locations. All businesses participating in the collection program are referred directly to the County’s contracted hazardous waste disposal vendor, who is on site, for collection and payment arrangements. Milk run collection information is provided to the commercial generator categories under the same rate schedule as that of Manatee County.

 Monthly collections/events are operated by the certified Household Hazardous Waste Technician in the new Hazardous Waste Facility located at the Landfill. The Hazardous Waste contractor is on site at the collection to assist with unloading. The contractor bulks and lab packs any of the waste material received during the collection. Partial containers are stored in the Hazardous Waste storage building until the following monthly collection. The Hazardous Waste Technician reviews all paperwork and has the responsibility of approving and signing outgoing manifests.

Materials are accepted from County residents during non-operating hours by appointment or as determined by the HHW technician and/or manager special waste. In addition, collection services at the residence are available for those persons who are unable to attend the event due to circumstance of health, physically disabled or age.

Manatee County has a permanent Household Hazardous Waste program for the collection of materials at the facility. Monthly collections are conducted for the residential citizens and annual or semi-annual events for the CESQGs. These events are advertised in the County’s utility billing and the local newspapers. General Household Hazardous Waste program information is available on the County’s website at www.mymanatee.org/hhw.

**4.1 Containment**

* Antifreeze and aerosol cans are stored in drums along with partial drums of paint adjacent to the outside containment areas on concrete slabs covered with plastic sheeting prior to removal by the contracted vendor.
* Other wastes such as small flammables and pesticides are contained in the storage building. Paint is stored in a lined 40 yard roll off container. Crates are located on a concrete slab that is covered with and lined with plastic sheeting prior to bulking into drums. The full drums are removed the same day as paint bulking is done by the contractor.
* Storm water shall be prevented from accumulating within in-service containment structures.
	1. **Household Waste**

Household waste is accepted only during the monthly collection events *unless* circumstances of the generator prohibit such a collection time. The waste must fall within the categories permitted by the contracted collection/disposal vendor and not be of a radioactive, bio-hazardous or medical nature. A residential disposer must also have generated the waste.

* 1. **CESQG Waste**

CESQG waste is collected at our annual or semi-annual events by arrangement directly between the contracted collection/disposal vendor and the generator.

* 1. **Training**

Facility personnel must successfully complete a 40-hour OSHA training program that teaches performance of duties in a way that ensures the facility is operated in a manner that protects them and the public from potential health and safety hazards at the site and is protective of the environment.

The instructor providing the training includes appropriate aspects of hazardous waste/material management including selection of protective clothing and equipment and emergency response. At a minimum, the training program is designed to ensure that facility personnel are able to respond effectively to emergencies by familiarizing them with emergency procedures, emergency equipment, and emergency systems, including where applicable:

* Contact List for departments to respond to fire and/or explosions, discharges to the land surface; incidents
* Shutdown of operations

Facility personnel shall take part in annual eight (8) hour refresher training.

Facility personnel has on staff at least one person who has no less than 40 hours training in appropriate aspects of hazardous waste/material management whenever waste is being received and whenever any hazardous material is being bulked or otherwise treated.

The following documents and records shall be maintained at the Facility offices:

* A record of all personnel engaged in work, either full-time or temporary.
* Facility personnel who have completed a record of training.

All County personnel participating in the HHW collection programs shall be trained to the appropriate level for their participation. All trained County personnel are specifically trained as Hazardous Waste Collection Staff. The HHW technician is responsible for enforcing all safety policies. The following guidelines outline the training requirements to be completed by personnel so they may safely work with hazardous materials during the collection programs. This training will, therefore, reduce the potential for hazardous material-related accidents.

## 8.1 Unloaders/Paint Sorters

Training for this level is limited to on-the-job instruction. Personnel trained will have minimal contact with the waste, but will work under the direction of the certified Household Hazardous Waste Technician. After initial screening of the waste, personnel will unload the waste from the vehicles into carts. They place paint in the appropriate area for future bulking. One gallon and 5 gallon buckets are stacked in a lined 40 yard roll off container. Quarts and pints are placed into plastic lined crates.

## 8.2 Facility Staff

Training for this level of participation includes both classroom instruction and on-the-job training. Staff assists with opening and closing the Facility, screening incoming materials, and assisting with spills, releases, or any other emergency. Specific training includes, but is not limited to:

HAZWOPER Operational Level (29 CFR 1910.120)

On-the-job training in accepting, identifying, segregating, and sorting waste

Hazardous waste rules and regulations

### **8.3 Hazardous Waste Operations and Emergency Response, 29 CFR.1910.120**

The objective of this training is to provide personnel with the knowledge and skills necessary to safely and successfully respond to any on-site spills and/or releases. A five level classification system is used to provide appropriate training to indicate the scope of their authorized response activities:

First Responder Awareness Level

First Responder Operations Level

Hazardous Materials Technician

Personnel trained in accordance with this Section shall receive annual refresher training of sufficient content and duration to maintain their competency.

Personal Protective Equipment (PPE) is used to limit exposure to various hazardous materials and wastes at the Hazardous Waste Collection and Storage Facility. PPE is necessary when handling hazardous materials to prevent skin contact with harmful substances. Whenever removing and/or working with hazardous materials or waste, personnel are required to wear, at a minimum, the following protective equipment.

## 9.1 Unloaders/Paint Sorters

* Safety glasses
* Protective gloves
* Protective apron (optional)

## 9.2 Facility Staff

* Safety glasses
* Protective gloves
* Respirator with organic vapor cartridge on high efficiency particulate air filter
* (HEPA), if necessary, as determined by the waste material being handled.
* Steel-toed boot or safety shoes
* Protective apron

In the event of a spill or release of a hazardous material or waste, the following protective equipment is on site:

* Full-faced air purifying respirators

When specialized training is required to properly utilize personal protective equipment, this training must be provided to the employee prior to its use.

The Facility Site Supervisor and/or Assistant shall be properly trained in hazardous material emergency response to efficiently mitigate, contain, and clean up any accidental spill/release that might occur at the Facility. At all times, the safety of personnel and program participants are the primary concern.

The following will be considered emergencies at the Facility:

* Fire or smoke is noticed
* An explosion occurs
* A leak or spill is discovered
* Medical emergencies, including heat induced injuries
* Discovery of explosive devices

When a spill/release or any other emergency occurs, the following guidelines will be followed:

* Cease operations/perform initial size up
* Make mental note of nature, extent, source, and amount of any released product
* Evaluate potential harm to human health and the environment
* Scene control. Keep all unauthorized persons away from the scene
* Protect individuals directing them, if not contaminated, away from the scene
* If flammable materials are involved, check for all ignition sources
* Take measures to contain release or fire from spreading to other hazardous areas as quickly as possible
* Notify 911 if warranted
* Notify Facility Manager/Director of the Solid Waste Management Facility, if necessary
* Notify State Warning Point if reportable quantity
* Perform basic first aid to stabilize any victims until EMS arrives
* Clean up any spills using compatible materials
* Place waste in proper container for disposal through the County’s Hazardous Waste Transporter

Under no circumstances will the health and safety of County staff be placed in harm’s way in the attempt to handle suspected explosives. If explosives are discovered, evacuate the immediate area, cease traffic flow, and notify the Manatee County Sheriff’s Department Haz-Mat Team.

If a reportable quantity of a hazardous material has been spilled or released, a follow-up written report must follow within fifteen working days and be filed with the State Emergency Response Center.

An eyewash station and shower is permanently installed on site. In the event of materials being splashed into staff’s eyes, minimum eyewash of fifteen minutes shall take place.

Following is a partial list of the equipment on site:

##### Forklift with drum grabber

Fire extinguishers Assorted tools

Funnels Utility carts

Shovels and brooms 55-gallon drums

3 and 5 gallon buckets Traffic cones

Absorbent Assorted tape

Neutralizing agents Two-way radio communication

Eyewash station and shower

Safety is the primary concern of all personnel participating at the HHW Facility. Appropriate staff is instructed in how to handle emergencies as well as site safety. The collection program is maintained in a neat and organized manner at all times. Good housekeeping practices are followed. The unloading area will be kept clean and free of excess materials. It is the responsibility of all Facility staff to follow these guidelines. No smoking signs are posted. Smoking is prohibited at the Facility.

Facility staff will assist participants by unloading vehicles, answering questions about proper disposal methods and handing out informational literature as necessary. Only hazardous waste generated by residential customers will be accepted during the HHW disposal programs. In the event a participant arrives to dispose of waste generated from a business, the CESQG hazardous waste disposal program will be explained and contractor contact information provided.

Following are guidelines to follow in processing the participants’ waste.

**12.1 Safety Procedures**

Facility staff will, at all times, act in a safe manner. Work practices are carried out to minimize or eliminate the possibility of an injury-related accident. Proper ergonomics are followed. All personnel use correct lifting techniques in order to prevent injury to the body. Containers are removed from vehicles one at a time into the utility carts.

Appropriate Personal Protective Equipment (PPE) is worn when handling hazardous waste. Close attention is given to staff during the summer months to reduce the risk of heat related injuries. All Facility staff monitor themselves for any signs or symptoms of heat stress and act accordingly.

**12.2 Removal from Vehicles**

Traffic is directed from the scale house and/or by signs on the entrance road of the Landfill to the HHW Facility site. Signs to a stopping point direct all incoming cars where participants will be greeted by trained County staff. An initial spotting of the chemicals is performed before removal of chemicals from the vehicle. The participants are questioned on the contents of any unknown materials or unmarked containers. If any unacceptable or unknowns are spotted, personnel will immediately notify the Facility Site Supervisor or Assistant.

The waste from the vehicles will then be unloaded into carts by the Facility staff. Participants remain in or at their vehicles. This reduces the risks of spills or injuries. Facility staff evaluates the contents as they unload. If any leaking containers are spotted, the container will be placed into an additional container. The participant will be informed of the leak. It is not the responsibility of contractor or facility staff to clean up the leak or spill in the participant’s vehicle beyond the initial containment.

County and contractor personnel transport the waste from the vehicles to the preliminary sorting areas. Cardboard boxes are flattened then placed in a dumpster designated for cardboard recycling. Any packaging, similar debris, and/or household trash will be removed and placed in the dumpsters designated for trash. The HHW technician and contractors examine all materials received. The waste is then sorted, bulked and lab packed into the appropriate shipping containers for removal. Usually used motor oil, pesticides, paints, and flammables represent the majority of the waste received.

**13.1 Locker Storage**

Each chemical storage unit is clearly labeled with DOT placards.

Wastes are stored according to their primary hazard. The basic categories of wastes are as follows:

* Flammables
* Pesticides
* Poisons
* Corrosives

The HHW technician shall have the final decision on what wastes to accept or not accept, classification, and any other decision regarding the waste.

**13.2 Waste Bulking**

Only the HHW technician and/or manager special waste determines which wastes should be bulked. All labels are read before bulking any wastes together to ensure compatibility. Safety is the major factor in bulking. No bulking shall take place in inclement weather.

Containers of compatible waste are opened and drained directly into fifty-five gallon drums. When the drum is full or bulking is discontinued for the work period, the lid shall be securely replaced. A small space for vapor expansion shall be left at the drumhead space.

Drums are required to have the proper markings adhered to them. The markings are placed so that they are clearly visible. The HHW marking contains the following information:

* The material contents
* The accumulation start date

The proper marking procedure is applied at the beginning of the bulking procedure.

Bulking of any material takes place when needed. Items to be bulked may include the following:

* Latex based paints
* Oil based paints
* Antifreeze
* Motor oil and transmission fluid

The wastes are compatible for bulking, and are only bulked if clearly identified by sight, smell, container, label and source. Any wastes that are not clearly identifiable are not bulked, and the unknown wastes are sent with contractor.

Paint is bulked into a 55-gallon steel drum when needed, and generally removed the same day or within 24-hours. If paint is spilled, it is contained on the plastic sheet by absorbent pads or absorbent. All paint is currently collected and placed in containers which are stored on Visqueen. All paint is sent to a paint company to be recycled at this time.

Antifreeze is bulked into a 55-gallon drum. If antifreeze is spilled it is contained on the plastic sheet by absorbent pads or absorbent.

Motor oil and transmission fluid is being poured into a 20 gallon tank then pumped (or poured using a funnel) into a 500-gallon storage tank or in 375 or 275 gallon portable tanks. The bulking is done outside, under a main roof of the Hazardous Waste Facility.

**13.3 Unknowns**

Unknowns are accepted. These items are materials that cannot be identified by either original labels or by participant knowledge. The following procedures are adhered to:

* Unknowns will be sent out with the contractor.
* Place material into appropriate storage building according to suspected hazards.
	1. **Electronic Waste**

Electronic waste such as TVs, computer monitors, microwave ovens, telephones, keyboards, VCRs, radios, etc. are received at the Household Hazardous Waste Collection. The contractor is on site during the collection event and materials are sorted, palletized, shrink wrapped or put in Gaylord boxes then removed the day of the collection. If there are more pallets than will fit in the contractor’s trucks, the pallets of materials and/or roll-off box are stored under the roof of the Household Hazardous Waste Facility until the contractor comes to pick them up. The contracted e-scrap recycler removes the e-scrap for processing and recycling. Broken glass and components from broken units is swept up and properly disposed.

Electronic waste is also collected curbside by the contracted waste haulers. The hauler brings the materials to the landfill to be stored in the designated area which is the SW corner of the white goods/scrap metal concrete pad. Additionally, residents may drop off electronic waste Monday through Saturday during landfill hours. This material is stored in the SW corner of the white goods/scrap metal area also. Materials are removed by a private recycling contractor for proper recycling.

The following procedures serve as the Facility’s guideline for Contingency Plan. Specific information may be located in the Manatee County Solid Waste Division All Hazard Plan.

**14.1 Purpose and Implementation of Contingency Plan**

The contingency plan should be designed to minimize hazards to human health or the environment from fires, explosions, or any unplanned sudden or non-sudden release of hazardous waste or hazardous waste constituents to air, soil, or surface water.

The provision of the plan should be carried out immediately whenever there is a fire, explosion, or release of hazardous waste or hazardous waste constituents that could threaten human health or the environment.

**14.2 Content of Contingency Plan**

The contingency plan describes the actions facility personnel should take to protect the public from potential health and safety hazards in response to fire, explosion or any unplanned sudden or non-sudden release of hazardous waste or hazardous waste constituents to air, soil, or surface water at the facility.

The plan lists names, addresses, and phone numbers (office and home) of all persons qualified to act as emergency coordinator (as described later). This list should be kept up to date. Where more than one person is listed, one should be named as primary emergency coordinator and others should be listed in the order in which they will assume responsibility as alternates.

The plan includes a list of all emergency equipment at the facility (i.e., fire extinguishing systems, spill control equipment, communications and alarm systems (internal and external), and decontamination equipment), where this equipment is required. This list should be kept up to date. In addition, the plan should include the location and physical description of each item on the list, and a brief outline of its capabilities.

The plan should include an evacuation plan for facility personnel where there is a possibility that evacuation could be necessary. This plan should describe signal(s) to begin evacuation, evacuation routes, and alternate evacuation routes in cases where the primary routes could be blocked by releases of hazardous waste or fires.

**14.3 Copies of Contingency Plan**

A copy of the contingency plan and all revisions to the plan should be maintained at the facility, submitted to local police and fire departments, hospitals, and State and local emergency response teams that would be called up to provide emergency services.

**14.4 Changes of Contingency Plan**

The contingency plan should be reviewed, and immediately changed if necessary, whenever:

* The plan fails in an emergency
* The facility changes in its design, construction, operation, maintenance, or other circumstances in a way that increases the potential for fires, explosions, or release of hazardous waste or hazardous waste constituents, or changes the response necessary in an emergency.
* The list of emergency coordinators or emergency equipment changes

**14.5 Emergency Coordinator**

At all times, there should be at least one employee either on the facility premises, or on call (i.e., available to respond to an emergency by reaching the facility within a short period of time) with the responsibility for coordinating all emergency response measures. This emergency coordinator should be thoroughly familiar with all aspects of the facilitys contingency plan, all operations and activities at the facility, the locations and characteristics of waste handled the location of all records within the facility, and the facility layout. In addition, this person should have the authority to commit the resources needed to carry out the contingency plan.

The emergency coordinator’s responsibilities vary, depending on factors such as type and variety of waste(s) handled by the facility, and type and complexity of coordinator is responsible for.

**14.6 Emergency Procedures**

Whenever there is an imminent or actual emergency situation, the emergency coordinator (or his/her designee when the emergency coordinator is on call) should immediately:

* Activate internal facility alarms or communication systems, where applicable, to notify all facility alarms or communication systems.
* Notify appropriate State or local agencies with designated response roles if their help is needed.

Whenever there is a release, fire, or explosion, the emergency coordinator should immediately identify the character, exact source, amount, and the extent of any released materials. He or she may do this by observation or review of facility records, or if necessary, by chemical analysis.

Concurrently, the emergency coordinator should assess possible hazards to human health or the environment that may result from the release, fire, or explosion. This assessment should consider both direct and indirect effects of the release, fire, or explosion (e.g., the effects of any toxic, irritating, or asphyxiating gases that are generated, or the effects of any hazardous surface water run-off from water or chemical agents used to control fire, or heat-induced explosions).

If the emergency coordinator determines that the facility has had a release, fire, or explosion that could threaten human health, or the environment, outside the facility, he/she should report his findings as noted below:

* If the assessment indicates that evacuation of local areas may be advisable, the proper authorities should be immediately notified. The emergency coordinator should be available to help appropriate officials decide whether local areas should be evacuated.
* The government official designated as the on-scene coordinator for the area or the State should be notified immediately. The report should include:
* Name and telephone number of reporter
* Name and address of the facility
* Time and type of incident (e.g., release, fire, explosion)
* Name and quantity of material(s) involved, to the extent known
* The possible hazards to human health, or the environment outside the facility.

During the emergency, the emergency coordinator shall take all reasonable measures necessary to ensure that fires, explosions, and releases do not occur, recur, or spread to other areas of the facility. These measures should include, where applicable, stopping processes and operations, collecting and containing release waste, and removing or isolating containers.

During an emergency, the emergency coordinator shall monitor for leaks, pressure buildup, gas generation, or ruptures in containers and/or equipment, wherever this is appropriate.

Immediately after an emergency, the emergency coordinator should provide for treating, storing, or disposing of recovered waste, contaminated soil or surface water, or any other material contaminated by a release, fire, or explosion at the facility.

**15.1 Maintenance and Operation of Facility**

The facility shall be maintained and operated to minimize the possibility of fire, explosion, or any unplanned sudden or non-sudden release of hazardous waste or hazardous waste constituents to air, soil, or surface water that could threaten human health or the environment.

All facility communications, alarm system and spill control equipment, where required, shall be tested and maintained in accordance with manufacturer’s recommendations and as necessary to assure its proper operation in time of emergency.

Facility personnel shall maintain aisle space to allow the unobstructed movement of personnel, fire protection equipment, spills control equipment, and decontamination equipment to any area of facility operation in an emergency.

Whenever hazardous waste facility is staffed, all personnel involved in the operation shall have immediate access to an emergency communication device, either directly or through visual or voice contact with another employee.

Normal operational procedures require one member of personnel on site. This member shall, while in the facility, have immediate access to a two-way radio capable of summoning external emergency assistance. Telephones and/or radios shall not be placed in areas where the atmosphere may be come explosive due to the presence of flammable vapors, dusts, or gases.

**15.2 Accumulation Time**

The Household Hazardous Waste Facility will be accumulating hazardous waste on site, and shall store the material as follows:

* The waste will be placed in containers. A container is a storage building or a DOT shippable drum.
* The amount of waste accumulated will not place the facility in violation of any regulations required on a Federal, State, or Local level.
* While being accumulated on-site, each container is labeled with a description of the contents and date.

The household hazardous waste collected for treatment or disposal shall not be accumulated on site for more than 210 days. Once the capacity limit is reached, all hazardous waste collected shall be shipped to a permitted hazardous waste facility for treatment or disposal. The operator may request FDEP approval of a longer accumulation time period for specific wastes that are accumulated slowly.

**15.3 Management of Containers**

If a container is not in good condition or if it begins to leak, the operator shall pack the container and its contents in a larger container, seal the container and place it in the proper storage building bay.

The operator shall use containers made of or lined with materials that will not react with, and are otherwise compatible with the waste to be stored, so that the ability of the container to contain the waste is not impaired.

A container shall always be closed during storage except when it is necessary to add or remove waste. Also a container holding waste should not be opened, handled, or stored in a manner that may rupture the container or cause it to leak.

The operator shall inspect areas where containers are stored, at least weekly, looking for leaks and for deterioration caused by corrosion or other factors.

**15.4 Special Requirements for Ignitable or Reactive Waste**

Containers holding ignitable or reactive waste shall be located within the transfer/containment slab or within the proper hazardous waste storage building bay. An overhead fire suppression system is located in the storage buildings.

The operator shall take precautions to prevent accidental ignition of ignitable waste. This waste shall be separated and protected from sources of ignition including but not limited to: open flames, smoking, cutting and welding, hot surfaces, frictional heat, sparks (static, electrical, or mechanical), spontaneous ignition (e.g., from heat-producing chemical reactions), and radiant heat. The facility is a posted no smoking area.

Reactive wastes shall receive special handling as described in this section, and storage as needed to prevent unintentional reactions.

**15.5 Handling Requirements for Ignitable, Reactive, or Incompatible Wastes**

Repackaging or treatment, including bulking or neutralizing of ignitable, reactive, or incompatible waste is not done at this facility. A contracted transport/disposal vendor removes hazardous waste stored in the storage building.

**15.6 Material Redistribution Guidelines**

In the event Manatee County decides to establish a Material Redistribution Program in the future, the following shall serve as the *basic* program guideline for facility personnel.

**15.6.1 Selection of Materials for Redistribution to the Public**

Materials selected for exchange programs should include but not be limited to meet the following minimum criteria:

* + Original containers only
	+ Original label with ingredients, instructions, and warnings must be present and readable
	+ Contents should be visually inspected and should look like correct material in new condition
	+ Containers should be at least three-quarters full

The following items will be excluded from redistribution programs:

* ammunition
* pesticides
* Reactive materials
* Cancelled or banned products
* Poisons

Each item selected for the redistribution program should be approved by the facility manager or his/her designee.

**15.6.2 Storage**

Materials designated for redistribution should be stored in a separate area of the facility. This area will be clearly marked and secured from unauthorized access.

At a minimum, secondary containment sufficient to contain the entire contents of the largest two containers in storage should be provided.

**15.6.3 Customers**

All customers should be at least 18 years of age and shall be allowed to shop only in the designated area.

**15.6.4 Documentation**

The redistribution program will develop and use a waiver/inventory form, pre-approved in format by the County Attorney’s Office that includes the following elements:

* Customer’s printed name and signature
* Date
* Name and quantity of each material received
* Liability statement (“hold harmless” statement)

The form shall be kept on file in the offices of the facility manager or his/her designee.

**16.1 Arrangements with Local Authorities**

The Facility Manager has arrangements with the fire department and emergency response teams for assistance in an emergency. The Facility Manager has familiarized these agencies with the potential need for services, layout of the facility, properties of the facility, types and properties of hazardous waste handled at the facility and associated hazards, places where facility personnel would normally be working, entrances to roads inside the facility, and possible evacuation routes.



