

# **3-YEAR SOLID WASTE MANAGEMENT PLAN UPDATE**

**July 1, 2012 through June 30, 2022**

Prepared For:



**AVERY COUNTY SOLID WASTE DEPARTMENT  
NEWLAND, NORTH CAROLINA**

**June 2012**

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## Executive Summary

The three year update of the Avery County 10-Year Solid Waste Management Plan (SWMP) is for the planning period beginning July 1, 2012 and ending June 30, 2022. The municipalities, towns, and villages located within Avery County have contributed information toward the development of the County's plan and, as appropriate, resolutions have been adopted by the councils and boards recognizing the updated plan as a guidance document for the community in addressing solid waste collection, waste reduction and recycling, and waste disposal efforts.

The updated 2012 SWMP utilized the most recent solid waste data available from the U.S. Environmental Protection Agency (EPA), the North Carolina Department of Environment and Natural Resources (NC DENR), and Avery County and its townships and villages. The 2012 SWMP documents the progress achieved since the development and implementation of the 2009 update and establishes new initiatives in order to meet the adopted waste reduction goal of achieving the baseline year's waste diversion and recycling targets.

Avery County generated approximately 16,687<sup>1</sup> tons of solid waste in fiscal year (FY) 2010-11. Based upon data from the NC DENR, the predominate composition of materials disposed of by the County was municipal solid waste (MSW), accounting for approximately 16,685 tons of materials landfilled in the County's name.<sup>2</sup> In addition to the MSW volume, the County disposed of approximately 2,680 tons of construction and demolition debris waste (C&D) which was the second largest waste stream landfilled during this period. No land clearing and inert debris disposal or composting activities were documented as permitted solid waste operations within the County. The volume of waste generated during FY 2010-11 in Avery County is depicted in the **Table A** below:

**Table A: Solid Waste Managed in FY 2010-11**

<b>Waste Type Managed</b>	<b>Tons</b>	<b>% of Total</b>
MSW Disposed	14,005.23 <sup>3</sup>	81%
C&D Disposed	2,680 <sup>4</sup>	16%
Recycled/Diverted	509.62 <sup>5</sup>	3%
Household Hazardous Waste (HHW)	12.3 <sup>6</sup>	>0.01%
<b>Total</b>	<b>17,207.15</b>	<b>100%</b>

In 2010, Avery County had an estimated population of 17,812<sup>7</sup>. Most of the County's communities are typically rural residential with moderate retail and commercial business

<sup>1</sup> NC DENR FY2010-11 County Waste Disposal Report, p. 6.

<sup>2</sup> *ibid.*

<sup>3</sup> *ibid.*

<sup>4</sup> *ibid.*

<sup>5</sup> Avery County Solid Waste and Materials Management Annual Report, July 1, 2010 – June 30, 2011.

<sup>6</sup> *ibid.*

<sup>7</sup> North Carolina Office of State Budget and Management 2010 Certified County Population Estimates, [http://www.osbm.state.nc.us/ncosbm/facts\\_and\\_figures/socioeconomic\\_data/population\\_estimates/demog/countygrowth\\_cert\\_2010.html](http://www.osbm.state.nc.us/ncosbm/facts_and_figures/socioeconomic_data/population_estimates/demog/countygrowth_cert_2010.html)

establishments, and educational institutions. The area experiences both permanent and seasonal residential population shifts which greatly impact the waste generation rates and the effectiveness of the County's waste reduction efforts. When compared with the previous data from the 2009 update, the 2010-11 per capita rate for disposal tonnage increased to 0.94 from the FY 2007-08 per capita rate of 0.92. The current per capita rate is approximately 27% higher than the baseline year, FY 1991-92, which was reported as 0.74.

A number of similar conditions impacting solid waste generation and waste reduction efforts identified in the 2009 SWMP update continue to exist within the community presently. These conditions include a downturn in the local limited economy and economic growth, minor changes in the County's population, and cyclic impacts from regional tourism.

Avery County continues to contract for waste disposal services. The majority of the generated solid waste is processed at the County's MSW transfer station and transported to the Bristol Municipal Solid Waste Landfill located in the City of Bristol, Virginia. Publicly provided solid waste and recycling collection services are limited; however, the County manages seven (7) community solid waste and recycling drop-off centers for the public and partners with the Cooperative Extension Services which sponsors portable recycling containers at local schools.

Avery County establishes a 0% waste reduction goal for FY 2021-22 which projects returning to the baseline year's per capita disposal rate of 0.74 which will yield a 27% reduction from the FY 2010-11 per capita rates. The County plans to achieve this goal by increasing the educational efforts and community awareness programs. The County will continue to operate the community waste collection centers and host and promote special waste collection events. Although the *North Carolina General Statutes 130A-309.09D(a)* gives local governments the authority to implement solid waste regulatory controls such as mandatory recycling or local disposal bans, Avery County has selected not to implement further restrictions at this time; but, will continue to enforce current policies regarding litter control and illegal dumping.

In addition, Avery County will maintain the following visionary goals previously adopted.

- Goal 1:** To meet the County's waste reduction goals.
- Goal 2:** To provide everyone in the community with efficient and cost-effective waste collection service and waste reduction opportunities.
- Goal 3:** To increase the efficiency and costs effectiveness of the solid waste program.
- Goal 4:** To provide educational materials to businesses and communities wishing to increase the effectiveness of their solid waste reduction programs.
- Goal 5:** To protect public health and the environment.

## **1.0 Background**

In accordance with the *North Carolina General Statutes (G.S.) 130A-309.09A(b)*, the townships, villages, and local governments of Avery County collaborated in June 1997 to develop and formally adopt a comprehensive solid waste management plan to address solid waste generation and reduction, education, and program alternatives in order to achieve a State initiative of 40% waste reduction/diversion goal by June 30, 2001 [*G.S. 130A-309.04(c)*]. The participating communities in the plan's development and subsequent three-year updates include the towns of Banner Elk, Crossnore, Elk Park, Newland, and the Village of Sugar Mountain.

Per the *North Carolina General Statutes 130A-309.09A(b)*, the solid waste management plans (SWMP) are required to be re-evaluated and updated at least every three years; thus, establishing a new waste reduction goal for the next ten year planning period. An updated solid waste management plan was adopted by Avery County on June 30, 2009 and subsequently amended on June 15, 2010 to address the management of electronic wastes.

The 1997 Solid Waste Management Plan's original goals established a waste reduction target of 28% waste stream reduction by June 30, 2001 and a 40% waste stream reduction by June 30, 2006. As subsequently reported, Avery County did not achieve these reduction goals due to the lack of available funding to implement enhancements to the community's waste reduction programs, a steady increase in regional tourism and home construction, and impacts from part-time residential community members which are not included within the County's population documentation.

The Avery County 2009 Solid Waste Management Plan update noted that the County had achieved a 0.92 per capita rate for FY 2007-2008 and proposed achieving a 0% increase from the baseline year, or a 19% overall decrease. In 2010, the County amended the SWMP to incorporate electronic waste disposal service with the annual HHW collection event.

## **2.0 Statement of Compliance**

The Avery County 10-Year Solid Waste Management Plan has been developed to comply with *North Carolina General Statute 130A-309.09A(b)* and the Division of Waste Management's Ten Year Solid Waste Management Plan guidance document dated January 2012. This solid waste planning document addresses the planning requirements and outlines the functions that are planned to achieve the Plan's stated goals.

## **3.0 Geographical Planning Area**

The geographical planning area for the Avery County 2012 Solid Waste Management Plan update includes Avery County and the following townships and villages: Banner Elk, Crossnore, Elk Park, Newland, and Sugar Mountain. The Towns of Beech Mountain and Seven Devils did not participate in the development of the Avery County plan. Both communities reportedly adopted the Watauga County Solid Waste Management Plan.

Based upon information obtained from the North Carolina Office of State Budget and Management, the estimated population of Avery County in 2010 was 17,812. The estimated population of the townships and villages is represented in **Table B** below.

**Table B: Avery County 2010 Population**

<b>Townships, Villages, County</b>	<b>Population</b>
Avery County (Total Population)	17,812 <sup>1</sup>
Town of Banner Elk	1,046 <sup>2</sup>
Town of Beech Mountain <sup>3</sup> (Watauga and Avery County)	384 <sup>2</sup>
Town of Crossnore	284 <sup>2</sup>
Town of Elk Park	457 <sup>4</sup>
Town of Newland	689 <sup>4</sup>
Town of Seven Devils (Watauga and Avery County)	146 <sup>2</sup>
Village of Sugar Mountain	247 <sup>2</sup>

1: Source- North Carolina Office of State Budget and Management 2010 Certified County Population Estimates

2: Source-NC League of Municipalities

4: The Towns of Beech Mountain and Seven Devils adopted the Watauga County SWMP.

3: Source-Townships

The North Carolina Office of State Budget and Management projects the population trends for Avery County as follows over the next twenty years:

**Table C: Avery County Population Projections**

<b>Year</b>	<b>Population</b>	<b>Year</b>	<b>Population</b>
July 2012	17,638	July 2022	16,779
July 2013	17,554	July 2023	16,694
July 2014	17,468	July 2024	16,606
July 2015	17,381	July 2025	16,520
July 2016	17,295	July 2026	16,437
July 2017	17,210	July 2027	16,349
July 2018	17,123	July 2028	16,261
July 2019	17,038	July 2029	16,176
July 2020	16,950	July 2030	16,091
July 2021	16,864	July 2031	16,003

## 4.0 Local Contacts

Avery County's administrative and solid waste management staff contacts are as follows:

### **Avery County**

Robert Wiseman  
Avery County Manager  
P O Box 640  
Newland, NC 28657  
(828) 733-8201  
Fax (828) 733-8209  
E-mail -- [robert.wiseman@ncmail.net](mailto:robert.wiseman@ncmail.net)

Henry C. (Buddy) Norris, Jr.  
Solid Waste Management Director  
(828) 733-5420  
Fax (828) 733-8209  
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### **Town of Newland**

Brenda Pittman  
Newland Town Clerk  
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Newland, NC 28657  
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Fax (828) 733-2024  
E-mail -- [brenda@newland.gov](mailto:brenda@newland.gov)

### **Village of Sugar Mountain**

David Lane  
Sugar Mountain Village Manager  
251 Dick Trundy Lane  
Sugar Mountain, NC 28604  
(828) 898-9292  
Fax (828) 898-9293  
E-mail -- [sugartownhall@seesugar.com](mailto:sugartownhall@seesugar.com)

### **Town of Banner Elk**

Rick Owen  
Banner Elk Town Manager  
P O Box 156  
Banner Elk, NC 28604  
(828) 898-5398  
Fax (828) 898-4568  
E-mail -- [manager@townofbannerelk.org](mailto:manager@townofbannerelk.org)

### **Town of Crossnore**

Myrtle Brant  
Crossnore Town Clerk  
P O Box 129  
Crossnore, NC 28616

### **Town of Elk Park**

Connie Guinn  
Elk Park Town Clerk  
P O Box 248  
Elk Park, NC 28622  
(828) 733-9573  
Fax (828) 733-8696  
E-mail -- [elkparktownhall@att.net](mailto:elkparktownhall@att.net)

### **High Country Council of Governments**

468 New Market Blvd.  
Boone, NC 28607  
(828) 265-5434  
Fax (828) 265-5439

## 5.0 Public Participation

This solid waste management plan update was developed by the Avery County Solid Waste Department. Information and updates were compiled from each of the participatory communities in order to ensure accuracy. A draft of the update was presented to each of the townships and villages and made available to the public for review and comment.

A public meeting for plan review and comment was advertised in the Avery Post newspaper and County's website and held on July 2, 2012 at 4:30 p.m. at the Avery County Commissioner's Board Room. A copy of this advertisement is presented in **Appendix A**.

The staff of Avery County, its townships and villages reviewed the solid waste planning goals, the most recent solid waste per capita rate, and the waste reduction and management planning elements previously adopted in the 2009 SWMP in order to evaluate the success of the previous plan and to establish new goals for the three-year update. Findings revealed that the County had not achieved its 2009 waste reduction goals. The downturn in the economy and no increases in funding were identified as the primary factors that influenced the County's overall waste reduction activities. Secondly, the County continued to have a part-time residential and tourism impact on the waste generation volumes; however, these population shifts are not documented in the population numbers for the County and, hence, not reflected in the per capita numbers.

The focus of the 2012 SWMP concentrates on achieving a solid waste per capita rate of 0.74 by increasing educational efforts and community awareness regarding diversion alternatives. In light of Avery County having a per capita rate of 0.94 for FY 2010-11, there are no proposed solid waste service reductions recommended for any of the recycling or waste reduction programs. The County will continue providing a consistent level of solid waste management services and waste reduction educational efforts throughout the community. The townships and villages propose to continue an evaluation of their solid waste and waste reduction services and modify as necessary.

Subsequent to the public meeting and discussions, the three-year update was adopted by resolution by the townships and villages and formally adopted by Avery County on July 2, 2012. Copies of the adopted resolutions are included in **Appendix B**.

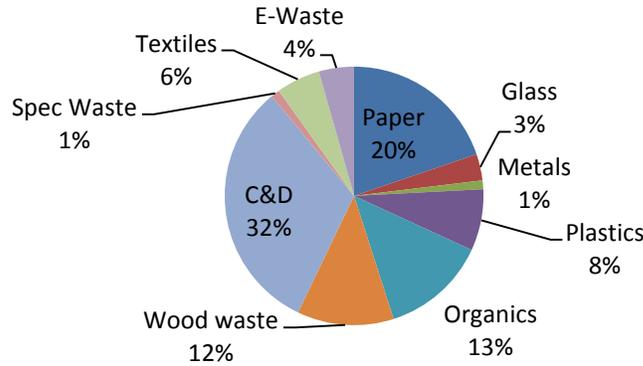
## 6.0 Waste Characterization

Avery County did not complete a waste analysis of the generated waste streams as part of the solid waste plan update. Based upon information obtained from the North Carolina Solid Waste Management Plan 2003 - 2012, the 1998 market assessment analysis documented significant waste composition changes that have taken place. Shifts in waste generation indicated increases in the percentage of construction and demolition materials and food waste proportions. The 1998 North Carolina waste stream was defined in **Figure 1** as follows<sup>8</sup>:

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<sup>8</sup> Update of the North Carolina Solid Waste Management Plan 2003-2012, Chapter Two-Current Status of the Solid Waste Management, p.5.

**Figure 1**  
**Estimated 1998 NC Waste Stream**  
**Characterization**



Based upon information obtained from the North Carolina Solid Waste Management Plan 2003 – 2012 waste stream analysis, the estimated Avery County waste stream characterization is as follows:

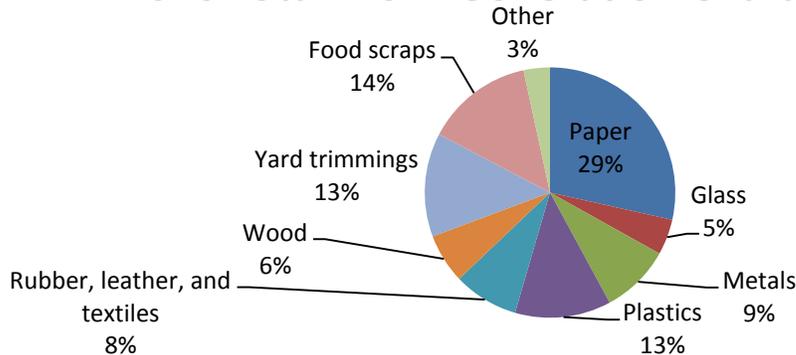
**Table D: Estimated Waste Characterization (NC Data)**

Waste Type	% of Waste Stream	Waste Volume (Tons)
Paper	20	3,337
Glass	3	501
Metals	1	167
Plastics	8	1,335
Organics	13	2,169
Wood Waste	12	2,002
Construction and Demolition	32	5,340
Special Waste	1	167
Textiles	6	1,001
Electronic Waste	4	667
<b>Total</b>	100	16,687

In addition to evaluating the North Carolina characterizations, Avery County reviewed national data. Based upon information obtained from the United States Environmental Protection Agency (EPA), the volume of MSW generation in 2010 was estimated to be 250 million tons with organic materials being the largest component in the waste stream.<sup>9</sup> Reportedly, paper accounted for approximately 29% of the waste volume and food scraps accounted for approximately 14%. Other components of the waste stream are depicted in **Figure 2** below:

<sup>9</sup> United States Environmental Protection Agency, Municipal Solid Waste Generation, Recycling, and Disposal in the United States: Facts and Figures for 2010, p.4.

**Figure 2**  
**2010 Total MSW Generation Characteristics**



Utilizing the waste stream characterization for the 2010 US EPA analysis, the Avery County waste stream characterization is as follows:

**Table E: Estimated Waste Characterizations (EPA Data)**

Waste Type	% of Waste Stream <sup>10</sup>	Waste Volume (Tons)
Paper	29	4,756
Glass	5	768
Metals	9	1,502
Plastics	13	2,069
Rubber, Leather, and Textiles	8	1,402
Wood	6	1,068
Yard Trimmings	13	2,236
Food Scraps	14	2,319
Others	3	567
<b>Total</b>	<b>100</b>	<b>16,687</b>

## 7.0 Waste Reduction Goal

As documented, the 2009 waste reduction goal was adopted as a 0% increase and was primarily focused on returning to the baseline year's per capita waste generation rate of 0.74. Avery County did not achieve this goal.

As similarly noted in the prior solid waste management plans, Avery County is located in a region of the state impacted by recreational and tourists' populations. The County serves a

<sup>10</sup> United States Environmental Protection Agency, Municipal Solid Waste Generation, Recycling, and Disposal in the United States: Facts and Figures for 2010, p.4.

permanent residential community of approximate 14,000 homes; however, a season and part-time population visits the County but are not included in the population numbers. These fluctuations in population influence the waste generation volumes and the per capita rate of the County.

Avery County is establishing a goal of a 0% percent increase for FY 2021-22 with a goal of returning to the baseline year's per capita rate of 0.74. The County's per capita rate for FY 2010-11 is 0.94. A copy of the Waste Reduction Goal calculations is included in **Appendix C**.

## **8.0 Waste Handling Characterization**

### **8.1 Current Service Level for Municipal Solid Waste (MSW)**

Avery County does not provide or contract for the universal collection of solid waste or recycling. The County operates seven (7) fully staffed solid waste and recycling convenience sites, and one (1) transfer station. A map showing the location of each facility is located in **Appendix D** and the locations are listed as follows.

#### Material Recovery Site Locations

- Altamont 6717 Linville Falls Hwy., Newland, NC 28657
- Banner Elk 2028 Balm Hwy., Banner Elk, NC 28604
- Beech Mtn. 33 Buckeye Lake Road, Elk Park, NC 28622
- Linville 3070 Newland Hwy., Newland, NC 28657
- Plumtree 182 Pancake Road, Newland, NC 28657
- Three Lane 4201 Elk Park Hwy., Elk Park, NC 28622
- Three Mile 175 Prison Camp Road, Newland, NC 28657

#### Avery County Landfill and Transfer Station

- 2175 Brushy Creek Road, Newland, NC 28657

Currently, the seven (7) convenience site locations are open to the residents and businesses on Monday, Tuesday, Thursday, and Friday from 6:30 a.m. to 6:30 p.m. and on Saturday from 8:00 a.m. until 1:00 p.m. The townships and villages can utilize the County provided services in addition to any opportunities currently provided by their communities. Currently, no curbside recycling services are provided within Avery County.

Banner Elk, Elk Park, Newland, and Sugar Mountain offer solid waste collection services to residential customers as a publicly provided service, a contracted service, or by franchise agreements with solid waste service providers. With the exception of Sugar Mountain, residential solid waste collection is provided once per week. Sugar Mountain offers twice per week collection.

Sugar Mountain currently contracts with GDS Solid Waste Services and offers residential curbside collection twice per week and yard waste collection once per week or as a call-

in service. In addition to the contracts established with GDS for solid waste services, the Village of Sugar Mountain has a solid waste dumpster and recycling containers located at the Volunteer Fire Department located at the intersection of Dick Trundy Lane & Norwood Hollow Roads. Sugar Mountain’s solid waste operating costs for FY11 ranged between \$110,000 and \$115,000.

Private waste haulers provide solid waste collection services throughout the County and have established contracts with some of the villages and townships. Currently, two private solid waste service providers operate within the County, GDS Solid Waste Services (GDS) and High Country Waste Solutions.

GDS provides solid waste collection services to the Village of Sugar Mountain, Grandfather Village, and Linville Ridge. During FY11, GDS collected approximately 2,431 tons from their commercial customers and approximately 323 tons from their residential customers.

High Country Waste Solutions has solid waste operating franchises with the towns of Banner Elk and Newland. In FY11, High Country Waste Solutions collected approximately 1,286 tons of solid waste from the Town of Banner Elk and approximately 1,286 tons from the Town of Newland. The waste generation profiles for each of these communities are as follows:

**Table F: Town of Banner Elk Waste Volume (FY11)**

<b>Customer Type</b>	<b>Waste Volume (Tons)</b>
Residential	129
Business	965
Commercial Roll-off	193
<b>Total</b>	<b>1,286</b>

**Table G: Town of Newland Waste Volume (FY11)**

<b>Customer Type</b>	<b>Waste Volume (Tons)</b>
Residential	64
Business	1,093
Commercial Roll-off	129
<b>Total</b>	<b>1,286</b>

Avery County additionally operates a municipal solid waste transfer station (NC Solid Waste Permit No. 06-02T-1995). During FY11, approximately 17,004 tons of materials were received at the transfer station and 13,642 tons of materials were transferred to the Bristol City landfill in Bristol, Virginia<sup>11</sup>.

<sup>11</sup> North Carolina Department of Environment and Natural Resources, Division of Waste Management, Fiscal Year: July 1, 2010 – June 30, 2011, County Waste Disposal Report, p. 6.

### **8.1.1 Planned Activities for Municipal Solid Waste (MSW)**

The County will continue to operate the seven (7) convenience site locations and the transfer station as primary collection services for the community. The County will continue to assess the volume of materials received at each convenience site to determine expansion needs or reduction in services.

The County will increase educational efforts to promote waste reduction and continue to host annual collection events and collaborate with other agencies to collect specific waste products (e.g. Agricultural Extensions pesticides collection program).

The townships and villages propose to continuously evaluate the level of solid waste services offered throughout their communities and continue to provide recycling containers within their parks, office buildings, and business districts.

## **8.2 Current Service Level for Construction and Demolition Waste (C&D)**

Avery County operates a construction and demolition landfill (NC Solid Waste Permit No. 06-03-CDLF-1996). Approximately 2,680 tons of C&D materials were disposed of within the landfill during FY11<sup>12</sup>.

### **8.2.1 Planned Activities for Construction and Demolition Waste (C&D)**

Avery County will maintain the operating permit for the C&D landfill. No proposed changes are anticipated regarding the operations of this unit.

## **8.3 Current Service Level for Land Clearing and Inert Debris (LCID)**

Land clearing and inert debris disposal services are currently available at Avery County Landfill.

### **8.3.1 Planned Activities for Land Clearing and Inert Debris (LCID)**

No modifications related to the disposal of land clearing and inert debris at the Avery County Landfill are proposed during this planning period.

## **8.4 Current Service Level for White Goods (WG)**

Avery County currently accepts white goods at the landfill/transfer station site. The materials are deposited at a specific designated area for processing. Avery County currently contracts with Stateline Scrap Metal for the management of white goods including Freon removal.

### **8.4.1 Planned Activities**

Avery County will continue to provide white goods collection services at the landfill/transfer station site and contract for the processing of these materials with

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<sup>12</sup> *ibid.*

private vendors. Infrastructure enhancements are planned as funding permits in order to maintain the collection area.

## **8.5 Current Service Level for Scrap Tires (ST)**

Avery County currently accepts scrap tires within the community at three locations:

Avery County C&D Landfill/MSW Transfer Station (Spruce Pine);  
Avery County Tire (Newland); and  
Cranberry Tire (Newland).

Avery County contracts with US Tire Recycling in Concord, NC for the management and processing of collected scrap tires.

### **8.5.1 Planned Activities for Scrap Tires**

Avery County will continue to provide scrap tires collection and disposal services by contract. No proposed changes are anticipated regarding this service.

## **8.6 Current Service Level for Electronics (EL)**

In 2010, Avery County developed a permanent electronic waste drop-off location site at 269 Vale Road for the collection of computers and electronics. Information regarding the permanent location was advertised on the County's website, posted notices, and at each of the convenience centers and landfill sites. Avery County contracted with Creative Recycling to collect and recycle this material.

### **8.6.1 Planned Activities**

Avery County will continue to provide electronic waste collection and disposal services by contract. The permanent drop-off location located will continue to receive collection services typically two times per month and during the annual waste collection events. No proposed changes are anticipated regarding this service.

## **9.0 Assessment and Actions**

As required by the North Carolina General Statute 130A-309.09A(b), each solid waste management method is to be assessed in conjunction with the updating of the solid waste management plan. A copy of the 2012- 2022 solid waste planning elements is presented in **Appendix E**. The service level and modifications to the solid waste management methods are described as follows.

### **9.1 Reduction at the Source**

Currently, Avery County does not impose by policy or ordinance any additional waste reduction requirements or disposal bans beyond those required by the State. Each local government promotes the utilization of the County's recycling services

and provides recycling receptacles within their public buildings, pedestrian areas, and parks.

## **9.2 Collection**

Avery County does not provide residential solid waste collection services publicly or through franchises with private vendors. Avery County does not plan to provide public solid waste collection services to its residential customers; but the County will continue to operate their waste management collection convenience centers. Avery County will continue to assess the number of collections convenience centers and the appropriateness of their locations during this planning period. Some of the township and villages that provide or contract with private haulers for solid waste and recycling services will continue to do so during this planning period.

## **9.5 Recycling and Reuse**

Avery County offers recycling at seven community convenience center locations and four mobile trailers. The community convenience centers accept the following items:

- Mixed paper (color paper, newspaper, magazines);
- Single-ply cardboard;
- Corrugated cardboard;
- Aluminum;
- Clear and brown glass;
- Plastics; and
- Scrap metal.

Avery County will continue to evaluate the recycling volumes and market rates to determine the viability of the products collected for recycling. As appropriate, Avery County will evaluate opportunities to enhance the types of recyclable products accepted within their program. Recycled volumes processed through the Avery County recycling programs are as follows:

**Table H: Avery County Recycled Tonnages**

<b>Recycled Material Tonnages</b>				
<b>Type of Materials</b>	<b>2008<sup>1</sup></b>	<b>2009<sup>1</sup></b>	<b>2010</b>	<b>2011</b>
<b>Glass</b>				
Clear Glass	23.7	29.8		15 <sup>4</sup>
Green Glass	No Data	18.6		
Brown Glass	18.2	26.0		18.11 <sup>4</sup>
Mixed Glass	61.4	12.1		
Total Glass	103.3	86.4		33.11
<b>Metals</b>				
Aluminum	8.7	4.9		3.27 <sup>4</sup>
Total Metals	8.7	4.9		3.27
<b>Paper</b>				
Newsprint	12.9	1.0		
Corrugated Cardboard	101.2	54.5		
Office Paper	No Data	1.0		
Mixed Paper	98.3	66.8		53.51 <sup>4</sup>
Total Paper	212.4	123.3		53.51
<b>Plastics</b>				
All Bottles	13.3	No Data		
Mixed Plastics	No Data	18.4		30.2 <sup>4</sup>
#1 Plastics (PETE)	No Data	1.0		
#2 Plastic (HDPE)	No Data	1.0		
Total Plastic	13.3	20.4		30.2
<b>Household Hazardous Waste</b>	1.8	1.6		12.3 <sup>4</sup>
<b>Appliances and White Goods</b>	578.3	592.9		382 <sup>3</sup>
<b>Tires</b>		223.74	248.42 <sup>2</sup>	238.65 <sup>2</sup>
<b>Grand Total</b>	<b>917.9</b>	<b>829.5</b>		<b>753.04</b>

1. Source: NC P2Pays website (<http://nc.mycoville.com/recycling-reports/county>)
2. Source: NC DENR-DWM scrap tire program(<http://portal.ncdenr.org/web/wm/sw/scrap tires>)
3. Source: NC DENR – DWM FY2010-11 White Goods County Tonnages, Expenditures, Distribution Revenues, Costs per Ton document.
4. Source: Avery County Solid Waste Materials Management Annual Report July 1, 2010—June 30, 2011.

## **9.6 Composting and Mulching**

Composting and mulching operations are not currently available in Avery County.

## **9.7 Incineration with Energy Recovery**

Due to the associated costs and current waste generation volume, incineration with energy recovery is not feasible at this time.

## **9.8 Incineration without Energy Recovery**

Due to the associated costs and current waste generation volume, incineration with energy recovery is not feasible at this time.

## **9.9 Transfer Outside the Geographic Area**

Avery County currently operates a MSW transfer station located at 2175 Brushy Creek Road in Spruce Pine, NC, and contracts for the disposal of waste with the Bristol Landfill in Bristol, Virginia. These contracts are scheduled to expire May 31, 2013. Six month prior to the contract expiration dates, Avery County plans to advertise and negotiate a new contract for disposal services. The transfer of MSW waste outside the County continues to be the most economically feasible for the County.

Avery County proposes to continue transferring MSW outside of the geographic area during this planning period.

## **9.10 Disposal**

Avery County currently contracts with the Bristol Landfill for MSW disposal services. Avery County has not proposed developing a County owned or operated MSW landfill during this planning period. As previously mentioned, the County will continue to contract for out-of-county disposal services during this planning period.

Avery County will continue to operate the publicly owned construction and demolition landfill.

## **9.11 Education**

Avery County's solid waste staff and other County department employees develop and implement the solid waste and recycling educational programs. Avery County additionally coordinates with other County agencies such as the Cooperative Extension to assist in sponsoring a variety of recycling programs.

## **9.12 Management of Special Wastes**

Avery County manages, processes, and disposes of the following special waste.

### **9.12.1 Manufactured Homes**

Avery County accepts and de-constructs manufactured homes at the Avery County C&D Landfill/MSW Transfer Station site. A de-construction and demolition area is located at the site which allows the removal of recyclable materials and the disposal of remnants that have no marketable value.

The de-construction area and C&D landfill disposal unit currently satisfies the needs of the community for the management of manufactured homes.

### 9.12.2 White Goods

Avery County accepts white goods at the Avery County C&D Landfill/ MSW Transfer Station site. Avery County contracts with Stateline Scrap Metal located in Gastonia, NC to process the materials and handle Freon removal. During FY 2010-11, an estimated 382 tons of white goods were collected and processed.

Avery County will continue to contract with private companies for the management and processing of white goods.

### 9.12.3 Scrap Tires

Avery County contracts with US Tire Recycling of Concord, NC to process scrap tires. During FY2010-11, approximately 239 tons of scrap tires were accepted and processed. Avery County accepts scrap tires at the following locations.

- Avery County C&D Landfill/MSW Transfer Station – 2175 Brushy Creek Road, Spruce Pine, NC 28777
- Avery County Tire – 405 Linville Street, Newland, NC 28657
- Cranberry Tire – 5540 North US 19E Highway, Newland, NC 28657

This level of service provided within the County currently meets the needs of the community.

### 9.12.4 Household Hazardous Waste

Annually, Avery County hosts a household hazardous waste (HHW) collection event for the community. For the FY2010-11 collection event, Avery County contracted with Clean Harbors and collected approximately 24,615 pounds of HHW.

In addition to the HHW collection event, Avery County accepts used motor oil, used oil filters, lead acid batteries, and lights containing mercury at their community collection centers.

These scheduled events will continue throughout this planning period and currently meet the service needs for the community.

### 9.12.5 Electronic Waste

In 2010, Avery County updated the Solid Waste Management Plan to address the management of electronic waste. The County will continue to contract with private companies to manage and process collected electronic materials. The scheduled events will continue to be held in a central location in Newland on the second and fourth Wednesday of the month from 9:00 a.m. to 3:00 p.m. This level of service currently meets the needs of the community.

### 9.13 Prevention of Illegal Disposal and Litter

The Avery County Solid Waste Ordinance prohibits illegal dumping and littering. The County's Solid Waste Department and Sheriff's office maintain oversight and monitor illegal dumping and littering concerns. In recent years, there have been few reports of these activities within the community.

### 9.14 Purchase of Recycled Materials

Although encouraged, but not required, Avery County does not have an official County policy mandating the purchasing of recycled products. Recycled paper and paper products are regularly purchased and utilized by the County's governmental offices.

## 10.0 Solid Waste Management Cost

The Avery County solid waste management operations are financially supported by general funds, user fees, state tax distributions, and from the sale of products. The Avery County solid waste end-of-year budget for FY 2010-2011 is presented as follows:

### FY 2010-2011 Avery County Solid Waste Revenues and Expenditures

<b>Estimated Revenues</b>	
Fees	\$215,797
Solid Waste Disposal Tax	\$12,879
Recycling Revenues	\$49,860
White Goods Disposal Tax	--
Tires (sales tax distribution)	\$21,657
General Fund Appropriations	\$1,672,029
<b>Total Estimated Revenues</b>	<b>\$1,972,222</b>

<b>Actual Expenditures</b>	
Salaries and Benefits	\$783,177
Materials/Supplies/Misc.	\$473,174
Maintenance and Repairs	\$180,661
Fuel	\$125,370
Capital Outlay	\$301,800
Solid Waste Taxes	\$27,290
<b>Total Expenditures</b>	<b>\$1,972,222</b>

## **11.0 Emergency/Disaster Debris Management and Animal Mortality**

Avery County has designated a portion of the landfill property for storm debris management and animal mortality disposal. A site map of the Avery County Solid Waste Management Facility is provided in **Figure 3**. Storm debris will be stockpiled and processed from the landfill property and other location within the community as necessary. A copy of the County's emergency management plan governing debris management generated from emergency events is included in **Appendix F**.

## **12.0 Resolutions**

Avery County and its incorporated towns and villages have adopted the Three-year Update of the Solid Waste Management Plan. A copy of each adopted resolution is included in **Appendix B**.

## **13.0 Ordinances**

Currently, no formalized policy is in place requiring the purchasing of recyclable products for the County's local government operations. Additionally, there are no residential universal collection service requirements at this time. Due to the rural nature of the community and the tourism aspects of the local area, these solid waste services policies will be difficult to enforce and may yield minor advances.

Section 6.0 of the Avery County Solid Waste Management Ordinance addresses litter prevention and illegal disposal of materials. A complete copy of this ordinance is attached in **Appendix G**.

**Appendix A**  
Public Meeting Advertisement

## **NOTICE OF PUBLIC MEETING**

Avery County and its townships and villages have updated the 10-Year Solid Waste Management Plan for planning period 2012 through 2022. The original 10-Year Solid Waste Management Plan was adopted in 1997 and is required by North Carolina General Statutes [NC GS 130A-309.09A(b)] to be updated at least every three years. The 10-Year Solid Waste Management Plan provides a framework of the level of solid waste services and waste reduction/diversion programs proposed for the community.

In accordance with the North Carolina General Statutes [NC GS 130A-309.09A(b)], a public meeting is scheduled to review and solicit comments respective on the availability of solid waste collection, disposal, and waste reduction services provided in Avery County. A copy of the draft 10-Year Solid Waste Management Plan is available for review in the County Manager's office.

The public is encouraged to attend the public meeting scheduled for July 2, 2012 at 4:30 p.m. in the Avery County Commissioner's Board Room located at 175 Linville Street; Newland, NC. Written comments can be submitted to:

Avery County  
Department of Solid Waste  
PO Box 640  
Newland, NC 28657

AFFIDAVIT OF PUBLICATION  
NORTH CAROLINA-AVERY COUNTY

Before the undersigned, a  
Notary Public of said County and  
state, duly commissioned, qualified  
and authorized by law to administer  
oaths, personally appeared:

AIMEE HICKS

Who being first duly sworn, deposes  
and says: that she is

REPRESENTATIVE

of a newspaper known as THE AVERY  
JOURNAL-TIMES in said county  
and State; that she is authorized to  
make this affidavit and sworn state-  
ment; that the notice or other legal  
advertisement, a true copy of which is  
attached hereto, was published in THE  
AVERY JOURNAL-TIMES on

June 28, 2012

and that the said newspaper in which  
such notice, document or legal  
advertisement was, at the time  
of each and every such publication, a  
newspaper meeting all of the require-  
ments and qualifications of Section  
I-597 of the General Statutes of North  
Carolina and was a qualified newspaper  
within the meaning of Section I-597 of  
the General statutes of North Carolina.

This 28 day of June, 2012

*Aimee F. Hicks*

Sworn to and subscribed before me, this

28<sup>th</sup> day of June, 2012.

*Virginia M. Jorgenson*  
Virginia M. Jorgenson  
Notary Public

My Commission expires July 25, 2016

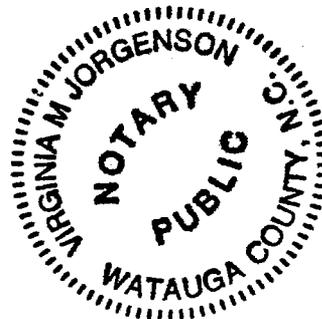
NOTICE OF PUBLIC MEETING

Avery County and its townships and villages have updated the 10-Year Solid Waste Management Plan for planning period 2012 through 2022. The original 10-Year Solid Waste Management Plan was adopted in 1997 and is required by North Carolina General Statutes (NC GS 130A-309.09A(B)) to be updated at least every three years. The 10-Year Solid Waste Management Plan provides a framework of the level of solid waste services and waste reduction/diversion programs proposed for the community.

In accordance with the North Carolina General Statutes (NC GS 130A-309.09A (b)), a public meeting is scheduled to review and solicit comments respective on the availability of solid waste collection, disposal, and waste reduction services provided in Avery County. A copy of the draft 10-Year Solid Waste Management Plan is available for review in the County Manager's office.

The public is encouraged to attend the public meeting scheduled for July 2, 2012 at 4:30 p.m. in the Avery County Commissioner's Board Room located at 175 Linville Street, Newland, NC. Written comments can be submitted to:

Avery County  
Department of Solid Waste  
PO Box 640  
Newland, NC 28657



**Appendix B**  
Solid Waste Resolution

**RESOLUTION ACCEPTING AND ENDORSING THE SOLID WASTE  
MANAGEMENT PLAN OF 2012 FOR AVERY COUNTY**

WHEREAS, it is a priority of this community to protect human health and the environment through safe and effective management of municipal solid waste;

WHEREAS, the reduction of the amount and toxicity of the local waste stream is a goal of this community;

WHEREAS, equitable and efficient delivery of solid waste management services is an essential characteristic of the local solid waste management system;

WHEREAS, it is a goal of the community to maintain and improve its physical appearance and to reduce the adverse effects of illegal disposal and littering;

WHEREAS, Avery County recognizes its role in the encouragement of recycling markets by purchasing recycled products;

WHEREAS, involvement and education of the citizenry is critical to the establishment of an effective local solid waste program;

WHEREAS, the State of North Carolina has placed planning responsibility on local government for the management of solid waste;

WHEREAS, NC General Statute 130A-309.09A(b) requires each unit of local government, either individually or in cooperation with other units of local government, to update the Ten Year Comprehensive Solid Waste Management Plan at least every three years;

WHEREAS, the Avery County Solid Waste Management Department has undertaken and completed a long-range planning effort to evaluate the appropriate technologies and strategies available to manage solid waste effectively;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF AVERY COUNTY:

That Avery County's 2012 Ten Year Comprehensive Solid Waste Management Plan is accepted and endorsed and placed on file with Clerk to the Board on this day, July 2nd, 2012.

Kerry A. Poter

ATTEST:

Cindy Turbell





# Town of Banner Elk

Rick Owen, Town Manager  
Stacy C. Eggers, IV, Attorney

PO Box 2049  
Banner Elk, North Carolina 28604  
Telephone (828) 898-5398  
Fax (828) 898-4568  
[www.townofbannerelk.org](http://www.townofbannerelk.org)

Council Members  
Brenda Lyerly, Mayor  
Charlie B. VonCanon, Mayor Pro Tem  
Gail Draughon  
Robert Tufts  
David Lecka  
Allen Bolick

## RESOLUTION ACCEPTING AND ENDORSING THE SOLID WASTE MANAGEMENT PLAN OF 2012 FOR AVERY COUNTY

WHEREAS, it is a priority of this community to protect human health and the environment through safe and effective management of municipal solid waste;

WHEREAS, the reduction of the amount and toxicity of the local waste stream is a goal of this community;

WHEREAS, equitable and efficient delivery of solid waste management services is an essential characteristic of the local solid waste management system;

WHEREAS, it is a goal of the community to maintain and improve its physical appearance and to reduce adverse effects of illegal disposal and littering;

WHEREAS, the Town of Banner Elk recognizes its role in the encouragement of recycling markets by purchasing recycled products;

WHEREAS, involvement and education of the citizenry is critical to the establishment of an effective local solid waste program;

WHEREAS, the State of North Carolina has placed planning responsibility on local government for the management of solid waste;

WHEREAS, NC General Statute 130A-309.09A(b) requires each unit of local government, either individually or in cooperation with other units of local government, to update the Ten Year Comprehensive Solid Waste Management Plan at least every three years;

WHEREAS, the Avery County Solid Waste Management Department has undertaken and completed a long-range planning effort to evaluate the appropriate technologies and strategies available to manage solid waste effectively;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE TOWN OF BANNER ELK:

That Avery County's 2012 Ten Year Comprehensive Solid Waste Management Plan is accepted and endorsed and placed on file with the Clerk to the Board on this day, the 9<sup>th</sup> of July 2012.



Brenda Lyerly, Mayor

Charlie B. VonCanon Jr.  
Mayor Pro-Tem

ATTEST



Steve Smith, Clerk to the Board

**RESOLUTION ACCEPTING AND ENDORSING THE SOLID WASTE  
MANAGEMENT PLAN OF 2012 FOR AVERY COUNTY**

WHEREAS, it is a priority of this community to protect human health and the environment through safe and effective management of municipal solid waste;

WHEREAS, the reduction of the amount and toxicity of the local waste stream is a goal of this community;

WHEREAS, equitable and efficient delivery of solid waste management services is an essential characteristic of the local solid waste management system;

WHEREAS, it is a goal of the community to maintain and improve its physical appearance and to reduce the adverse effects of illegal disposal and littering;

WHEREAS, the Town of Crossnore recognizes its role in the encouragement of recycling markets by purchasing recycled products;

WHEREAS, involvement and education of the citizenry is critical to the establishment of an effective local solid waste program;

WHEREAS, the State of North Carolina has placed planning responsibility on local government for the management of solid waste;

WHEREAS, NC General Statute 130A-309.09A(b) requires each unit of local government, either individually or in cooperation with other units of local government, to update the Ten Year Comprehensive Solid Waste Management Plan at least every three years;

WHEREAS, the Avery County Solid Waste Management Department has undertaken and completed a long-range planning effort to evaluate the appropriate technologies and strategies available to manage solid waste effectively;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE TOWN OF CROSSNORE:

That Avery County's 2012 Ten Year Comprehensive Solid Waste Management Plan is accepted and endorsed and placed on file with Clerk to the Board on this day, 8/14/12, 2012.

Edward T. Pender Mayor

ATTEST: Myrtle D. Grant

**RESOLUTION ACCEPTING AND ENDORSING THE SOLID WASTE  
MANAGEMENT PLAN OF 2012 FOR AVERY COUNTY**

WHEREAS, it is a priority of this community to protect human health and the environment through safe and effective management of municipal solid waste;

WHEREAS, the reduction of the amount and toxicity of the local waste stream is a goal of this community;

WHEREAS, equitable and efficient delivery of solid waste management services is an essential characteristic of the local solid waste management system;

WHEREAS, it is a goal of the community to maintain and improve its physical appearance and to reduce the adverse effects of illegal disposal and littering;

WHEREAS, the Town of Elk Park recognizes its role in the encouragement of recycling markets by purchasing recycled products;

WHEREAS, involvement and education of the citizenry is critical to the establishment of an effective local solid waste program;

WHEREAS, the State of North Carolina has placed planning responsibility on local government for the management of solid waste;

WHEREAS, NC General Statute 130A-309.09A(b) requires each unit of local government, either individually or in cooperation with other units of local government, to update the Ten Year Comprehensive Solid Waste Management Plan at least every three years;

WHEREAS, the Avery County Solid Waste Management Department has undertaken and completed a long-range planning effort to evaluate the appropriate technologies and strategies available to manage solid waste effectively;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE TOWN OF ELK PARK:

That Avery County's 2012 Ten Year Comprehensive Solid Waste Management Plan is accepted and endorsed and placed on file with Clerk to the Board on this day, 2 July, 2012.

John Boone

ATTEST: Connie S. Hunt



**RESOLUTION ACCEPTING AND ENDORSING THE SOLID WASTE  
MANAGEMENT PLAN OF 2012 FOR AVERY COUNTY**

WHEREAS, it is a priority of this community to protect human health and the environment through safe and effective management of municipal solid waste;

WHEREAS, the reduction of the amount and toxicity of the local waste stream is a goal of this community;

WHEREAS, equitable and efficient delivery of solid waste management services is an essential

characteristic of the local solid waste management system;

WHEREAS, it is a goal of the community to maintain and improve its physical appearance and to reduce the adverse effects of illegal disposal and littering;

WHEREAS, the Town of Newland recognizes its role in the encouragement of recycling markets by purchasing recycled products;

WHEREAS, involvement and education of the citizenry is critical to the establishment of an effective local solid waste program;

WHEREAS, the State of North Carolina has placed planning responsibility on local government for the management of solid waste;

WHEREAS, NC General Statute 130A-309.09A(b) requires each unit of local government, either individually or in cooperation with other units of local government, to update the Ten Year Comprehensive Solid Waste Management Plan at least every three years;

WHEREAS, the Avery County Solid Waste Management Department has undertaken and completed a long-range planning effort to evaluate the appropriate technologies and strategies available to manage solid waste effectively;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE TOWN OF NEWLAND:

That Avery County's 2012 Ten Year Comprehensive Solid Waste Management Plan is accepted and endorsed and placed on file with Clerk to the Board on this day, August 7, 2012.

Valerie C. Jaynes

ATTEST: Priscilla C. Jurette

**RESOLUTION 2012.6**  
**RESOLUTION ACCEPTING AND ENDORSING THE SOLID WASTE 3-YEAR**  
**MANAGEMENT PLAN OF 2012 FOR AVERY COUNTY, NORTH CAROLINA**

**WHEREAS**, it is a priority of this community to protect human health and the environment through safe and effective management of municipal solid waste;

**WHEREAS**, the reduction of the amount and toxicity of the local waste stream is a goal of this community;

**WHEREAS**, equitable and efficient delivery of solid waste management services is an essential characteristic of the local solid waste management system;

**WHEREAS**, it is a goal of the community to maintain and improve its physical appearance and to reduce the adverse effects of illegal disposal and littering;

**WHEREAS**, the Village of Sugar Mountain recognizes its role in the encouragement of recycling markets by purchasing recycled products;

**WHEREAS**, involvement and education of the citizenry is critical to the establishment of an effective local solid waste program;

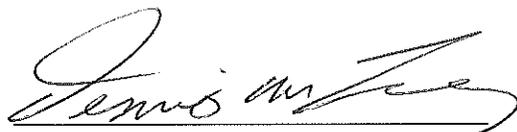
**WHEREAS**, the State of North Carolina has placed planning responsibility on local government for the management of solid waste;

**WHEREAS**, NC General Statute 130A-309.09A(b) requires each unit of local government, either individually or in cooperation with other units of local government, to update the Ten Year Comprehensive Solid Waste Management Plan at least every three years;

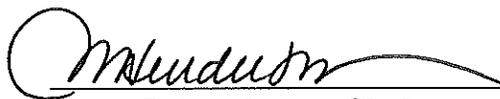
**WHEREAS**, the Avery County Solid Waste Management Department has undertaken and completed a long-range planning effort to evaluate the appropriate technologies and strategies available to manage solid waste effectively;

**NOW, THEREFORE, BE IT RESOLVED** by the Village Council of the Village of Sugar Mountain that the **Avery County's 2012 Ten Year Comprehensive Solid Waste Management Plan** is accepted and endorsed and placed on file with the Village Clerk for the Village of Sugar Mountain this the 21st day of August, 2012.

ATTEST:



**Dennis M. Lacey, Mayor**



**Nancy L. Henderson, Clerk**

SEAL:



**Appendix C**  
Waste Reduction Goals

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

Local Government Name: Avery County

Previously established waste reduction goal: 0 %

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

Establish a new waste reduction goal: 0 %

**WASTE REDUCTION CALCULATION**

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

**CALCULATION**

**FY 10/11**

1. Baseline year per capita disposal rate <i>(FY 1991-1992 unless alternate approved by Section)</i>	0.74
2. Percent waste reduction goal	0 %
3. Targeted per capita disposal rate <i>(Subtract line 2 from 1.0 and multiply result by line 1)</i>	0.74
4. Estimated population in the new waste reduction goal year <i>(Available at Office of State Budget and Management website: <a href="http://www.osbm.state.nc.us/ncosbm/facts_and_figures/socioeconomic_data/population_estimates/demog/cpa2010p.html">Projected Annual County Population Totals 2010-2019</a>)</i>	16779
5. Projected tonnage for disposal at baseline disposal rate <i>(Multiply line 1 by line 4)</i>	12416
6. Targeted annual tonnage for disposal <i>(Multiply line 3 by line 4)</i>	12416
7. Targeted annual tonnage to reduce <i>(Subtract line 6 from line 5)</i>	0

Population Link: [http://www.osbm.state.nc.us/ncosbm/facts\\_and\\_figures/socioeconomic\\_data/population\\_estimates/demog/cpa2010p.html](http://www.osbm.state.nc.us/ncosbm/facts_and_figures/socioeconomic_data/population_estimates/demog/cpa2010p.html)

**WASTE REDUCTION PLAN**

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

Avery County has experience an increase in waste generation rates since establishing a goal based upon baseline data. Due to the current economic conditions, the County has been unable to expand solid waste collection or recycling services county-wide. As detailed in the planning elements' documentation, the County is proposing to increase its educational efforts with a stronger and more informative web presence and continuing to promote exiting programs. This information will be shared with the incorporated towns and villages.

### Quick Waste Stream Analysis

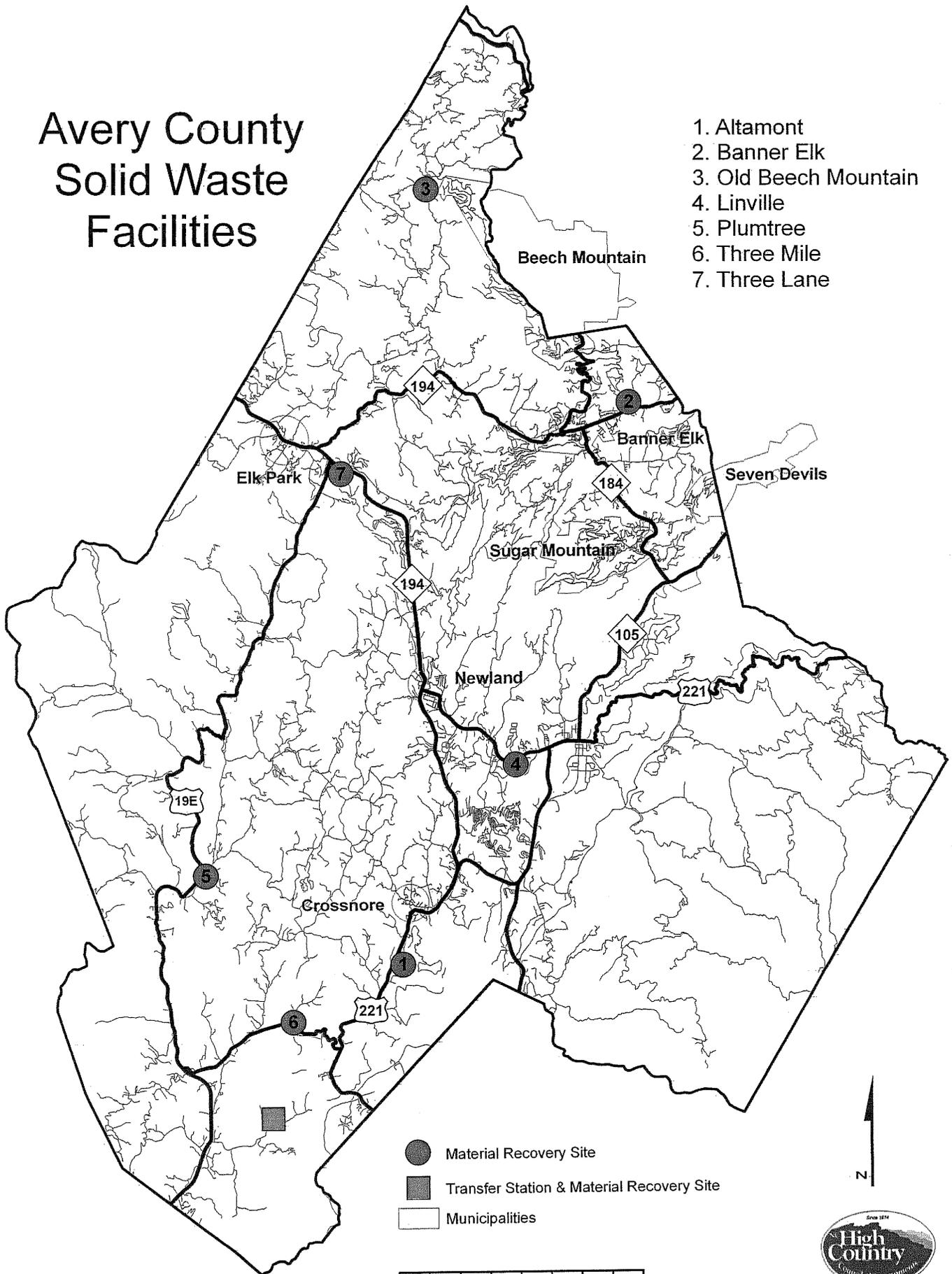
This analysis seeks to identify the presence of basic materials in a community's waste stream. The analysis uses waste stream factors from the North Carolina Market Assessment report and data from the 2007-08 Local Government Solid Waste Management Annual Reports. County reports include all municipal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

Quick Waste Stream Analysis For: <b>AVERY COUNTY</b>				
<b>STATISTICS</b>		<b>Recovery (lbs/capita):</b>		<b>57.22</b>
<b>Community Population (7/1/10):</b>	<b>17,812</b>	<b>Ave. Municipal Recovery (lbs/capita):</b>		<b>109.10</b>
<b>Total FY 10-11 Recovery (tons):</b>	<b>509.62</b>	<b>Ave. County Recovery (lbs/capita)*:</b>		<b>112.88</b>
* (County recovery includes municipalities)				
<b>Material</b>	<b>Local Tonnage</b>	<b>Current Recovery</b>	<b>Tons Left In Waste Stream</b>	<b>Percent Recovered</b>
<b>Total Paper</b>	<b>4,805.20</b>	<b>53.51</b>	<b>4,751.69</b>	<b>1.1%</b>
Newsprint	651.90	-	651.90	0.0%
Corrugated Cardboard	1,968.49	-	1,968.49	0.0%
Magazines	127.53	-	127.53	0.0%
Office Paper	431.14	-	431.14	0.0%
Mixed Paper	1,565.94	53.51	1,512.43	3.4%
Other Paper	60.20	-	60.20	0.0%
<b>Total Glass</b>	<b>644.58</b>	<b>33.11</b>	<b>611.47</b>	<b>5.1%</b>
Clear	322.29	15.00	307.29	4.7%
Green	167.59	-	167.59	0.0%
Amber	154.70	18.11	136.59	11.7%
<b>Total Plastic</b>	<b>952.38</b>	<b>30.20</b>	<b>922.18</b>	<b>3.2%</b>
PETE	182.30	18.12	164.18	9.9%
HDPE	315.43	12.08	303.35	3.8%
Other Plastic	454.65	-	454.65	0.0%
<b>Total Metals</b>	<b>N/A</b>	<b>385.27</b>	<b>N/A</b>	<b>N/A</b>
Aluminum Cans	103.00	3.27	99.73	3.2%
Steel Cans	179.72	-	179.72	0.0%
White Goods	266.51	382.00	-115.49	143.3%
Other Metal	N/A	-	N/A	N/A
<b>Pallets and Wood Crates</b>	<b>1,033.01</b>	<b>-</b>	<b>1,033.01</b>	<b>0.0%</b>
<b>Food Wastes</b>	<b>1,991.12</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>Textiles (post consumer)</b>	<b>429.16</b>	<b>-</b>	<b>429.16</b>	<b>0.0%</b>
<b>Electronics</b>	<b>116.16</b>	<b>7.53</b>	<b>108.63</b>	<b>6.5%</b>
<b>Commingled Tonnage</b>	<b>N/A</b>	<b>-</b>	<b>N/A</b>	<b>N/A</b>
<b>Other Materials Collected</b>				
Construction Debris	6,873.89	-	N/A	0.00%
Other Wood	N/A	-	N/A	N/A
	N/A	-	N/A	N/A
	N/A	-	N/A	N/A
	N/A	-	N/A	N/A
<b>Special Wastes</b>				
Used Oil (Gallons)	31,515.39	-	31,515.39	0.0%
Used Oil Filters (# Filters)	29,184.14	-	29,184.14	0.0%
Antifreeze (Gallons)	N/A	-	N/A	N/A
Lead Acid Batteries (# Batteries)	8,337	125.00	N/A	1.5%
HHW (tons)	N/A	12.31	N/A	N/A

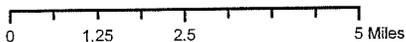
**Appendix D**  
Avery County Waste Management Facilities

# Avery County Solid Waste Facilities

1. Altamont
2. Banner Elk
3. Old Beech Mountain
4. Linville
5. Plumtree
6. Three Mile
7. Three Lane



-  Material Recovery Site
-  Transfer Station & Material Recovery Site
-  Municipalities



**Appendix E**  
Planning Elements

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**  
**PLANNING YEARS 2012 through 20 22**

Check appropriate element

- Reduction
- Transfer outside geographic area
- Composting and Mulching
- Disaster Response Education with community & through schools
- Incineration with/without energy recovery
- Illegal Disposal/Litter Collection of Computer Equipment and Televisions
- Management of Abandoned Manufactured Homes
- Disposal Purchasing Recycled Products
- Recycling and Reuse
- Collection
- Special Waste

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW / REVISED ACTIONS	
KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	DATE DUE	ESTIMATED TONS DIVERTED IN 10TH YEAR	
<p>None previously proposed.</p> <p>Public information on waste reduction activities provided on website and by local newspaper advertisement.</p>	None	<p>The Avery County website will be updated to identify recyclable products accepted at the drop-off locations, the dates of the annual collection events and community clean-up days, and the addresses and locations of the community drop-off locations.</p>	FY12-13.		

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**  
**PLANNING YEARS 2012 through 20 22**

Check appropriate element

- |  |   |   |   |  |
|--|---|---|---|--|
| <input type="checkbox"/> Reduction                                   | <input type="checkbox"/> Disaster Response                          | <input type="checkbox"/> Illegal Disposal/Litter                          | <input type="checkbox"/> Disposal                     | <input type="checkbox"/> Collection    |
| <input checked="" type="checkbox"/> Transfer outside geographic area | <input type="checkbox"/> Education with community & through schools | <input type="checkbox"/> Collection of Computer Equipment and Televisions | <input type="checkbox"/> Purchasing Recycled Products | <input type="checkbox"/> Special Waste |
| <input type="checkbox"/> Composting and Mulching                     | <input type="checkbox"/> Incineration with/without energy recovery  | <input type="checkbox"/> Management of Abandoned Manufactured Homes       | <input type="checkbox"/> Recycling and Reuse          |  |

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW / REVISED ACTIONS	
KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	DATE DUE	ESTIMATED TONS DIVERTED IN 10TH YEAR	
Avery County renewed the contracts with the Bristol MSW landfill in Bristol, VA. Avery County will continue to transfer and dispose of waste outside of the geographical area.		None	None proposed.		

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**  
**PLANNING YEARS 2012 through 2022**

Check appropriate element

- |   |   |   |   |  |
|---|---|---|---|--|
| <input type="checkbox"/> Reduction                          | <input type="checkbox"/> Disaster Response                          | <input type="checkbox"/> Illegal Disposal/Litter                          | <input type="checkbox"/> Disposal                     | <input type="checkbox"/> Collection    |
| <input type="checkbox"/> Transfer outside geographic area   | <input type="checkbox"/> Education with community & through schools | <input type="checkbox"/> Collection of Computer Equipment and Televisions | <input type="checkbox"/> Purchasing Recycled Products | <input type="checkbox"/> Special Waste |
| <input checked="" type="checkbox"/> Composting and Mulching | <input type="checkbox"/> Incineration with/without energy recovery  | <input type="checkbox"/> Management of Abandoned Manufactured Homes       | <input type="checkbox"/> Recycling and Reuse          |  |

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW / REVISED ACTIONS		ESTIMATED TONS DIVERTED IN 10TH YEAR
KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	DATE DUE	KEY ACTIONS	DATE DUE	
County will continue to lease equipment to grind materials as needed.	None	A link to the U.S. Composting Council will be posted on the County's website. This link will advise the community on backyard composting technics.	FY 12-13 and on-going.			Composting services are not provided by Avery County. Proposed actions will not divert tonnage from the County's operations.

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**  
**PLANNING YEARS 2012 through 2022**

Check appropriate element

- Reduction
- Transfer outside geographic area
- Composting and Mulching
- Disaster Response Education with community & through schools
- Incineration with/without energy recovery
- Illegal Disposal/Litter Collection of Computer Equipment and Televisions
- Management of Abandoned Manufactured Homes
- Disposal Products
- Purchasing Recycled Products
- Recycling and Reuse
- Collection
- Special Waste

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW / REVISED ACTIONS	
KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	DATE DUE	ESTIMATED TONS DIVERTED IN 10TH YEAR	
<p>None previously proposed.</p> <p>Storm debris/disaster response area has been established at the landfill location.</p>	None	None proposed.			

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**  
**PLANNING YEARS 2012 through 20 22**

Check appropriate element

- |   |  |   |   |  |
|---|--|---|---|--|
| <input type="checkbox"/> Reduction                        | <input type="checkbox"/> Disaster Response                                     | <input type="checkbox"/> Illegal Disposal/Litter                          | <input type="checkbox"/> Disposal                     | <input type="checkbox"/> Collection    |
| <input type="checkbox"/> Transfer outside geographic area | <input checked="" type="checkbox"/> Education with community & through schools | <input type="checkbox"/> Collection of Computer Equipment and Televisions | <input type="checkbox"/> Purchasing Recycled Products | <input type="checkbox"/> Special Waste |
| <input type="checkbox"/> Composting and Mulching          | <input type="checkbox"/> Incineration with/without energy recovery             | <input type="checkbox"/> Management of Abandoned Manufactured Homes       | <input type="checkbox"/> Recycling and Reuse          |  |

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW / REVISED ACTIONS		ESTIMATED TONS DIVERTED IN 10TH YEAR
KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	DATE DUE	KEY ACTIONS	DATE DUE	
<p>None previously proposed.</p> <p>Recycling coordinator continued educational efforts.</p> <p>Avery County Schools continued waste reduction and education programs.</p> <p>County continued educational efforts through local newspapers.</p>		<p>None</p>		<p>County website information will be updated to identify drop-off locations, waste acceptance guidance, and landfill ban products.</p>	FY12-13 and on-going.	<p>Approximately 130 tons of plastics, glass, and paper metal (FY10-11 recycling volume ~120 tons - excluding white goods, and electronics).</p>

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**  
**PLANNING YEARS 2012 through 2022**

Check appropriate element

- |   |   |   |   |  |
|---|---|---|---|--|
| <input type="checkbox"/> Reduction                        | <input type="checkbox"/> Disaster Response                                    | <input type="checkbox"/> Illegal Disposal/Litter                          | <input type="checkbox"/> Disposal                     | <input type="checkbox"/> Collection    |
| <input type="checkbox"/> Transfer outside geographic area | <input type="checkbox"/> Education with community & through schools           | <input type="checkbox"/> Collection of Computer Equipment and Televisions | <input type="checkbox"/> Purchasing Recycled Products | <input type="checkbox"/> Special Waste |
| <input type="checkbox"/> Compositing and Mulching         | <input checked="" type="checkbox"/> Incineration with/without energy recovery | <input type="checkbox"/> Management of Abandoned Manufactured Homes       | <input type="checkbox"/> Recycling and Reuse          |  |

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW / REVISED ACTIONS		ESTIMATED TONS DIVERTED IN 10TH YEAR
KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	DATE DUE	KEY ACTIONS	DATE DUE	
None previously proposed.	None	None proposed.				

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**  
**PLANNING YEARS 2012 through 2022**

Check appropriate element

- |   |   |   |   |  |
|---|---|---|---|--|
| <input type="checkbox"/> Reduction                        | <input type="checkbox"/> Disaster Response                          | <input checked="" type="checkbox"/> Illegal Disposal/Litter               | <input type="checkbox"/> Disposal                     | <input type="checkbox"/> Collection    |
| <input type="checkbox"/> Transfer outside geographic area | <input type="checkbox"/> Education with community & through schools | <input type="checkbox"/> Collection of Computer Equipment and Televisions | <input type="checkbox"/> Purchasing Recycled Products | <input type="checkbox"/> Special Waste |
| <input type="checkbox"/> Composting and Mulching          | <input type="checkbox"/> Incineration with/without energy recovery  | <input type="checkbox"/> Management of Abandoned Manufactured Homes       | <input type="checkbox"/> Recycling and Reuse          |  |

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW / REVISED ACTIONS		ESTIMATED TONS DIVERTED IN 10TH YEAR
KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	DATE DUE	KEY ACTIONS	DATE DUE	
<p>None previously proposed.</p> <p>County continues to enforce current litter and illegal disposal policies.</p> <p>The County continued to participate with the annual "Big Sweep" event.</p>	None.	<p><input checked="" type="checkbox"/> Illegal Disposal/Litter</p> <p><input type="checkbox"/> Collection of Computer Equipment and Televisions</p> <p><input type="checkbox"/> Management of Abandoned Manufactured Homes</p>	As needed.	<p>The Avery County Solid Waste Department will coordinate with the Sheriff's Department to address litter and illegal disposal issues.</p> <p>The County's website will be updated to identify the locations and addresses of the community recycling and solid waste drop-off locations.</p> <p>Avery County will support and promote the NC DOT's Adopt-a-Highway litter collection programs.</p>	<p>As needed.</p> <p>FY12-13 and on-going.</p> <p>FY 12-13 and on-going.</p>	

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**  
**PLANNING YEARS 2012 through 2022**

Check appropriate element

- |   |   |  |   |  |
|---|---|--|---|--|
| <input type="checkbox"/> Reduction                        | <input type="checkbox"/> Disaster Response                          | <input type="checkbox"/> Illegal Disposal/Litter                                     | <input type="checkbox"/> Disposal                     | <input type="checkbox"/> Collection    |
| <input type="checkbox"/> Transfer outside geographic area | <input type="checkbox"/> Education with community & through schools | <input checked="" type="checkbox"/> Collection of Computer Equipment and Televisions | <input type="checkbox"/> Purchasing Recycled Products | <input type="checkbox"/> Special Waste |
| <input type="checkbox"/> Composting and Mulching          | <input type="checkbox"/> Incineration with/without energy recovery  | <input type="checkbox"/> Management of Abandoned Manufactured Homes                  | <input type="checkbox"/> Recycling and Reuse          |  |

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW / REVISED ACTIONS		ESTIMATED TONS DIVERTED IN 10TH YEAR
KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	DATE DUE	KEY ACTIONS	DATE DUE	
In 2010, Avery County established an electronic waste collection program.	None		Continue offering annual electronic waste collection day events.  Use E-waste State funds to improve recycling infrastructure.		FY11-12 and on-going.  On-going.	10 tons (FY10-11 e-waste volume ~7 tons).

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**  
**PLANNING YEARS 2012 through 2022**

Check appropriate element

- |   |   |  |   |  |
|---|---|--|---|--|
| <input type="checkbox"/> Reduction                        | <input type="checkbox"/> Disaster Response                          | <input type="checkbox"/> Illegal Disposal/Litter                               | <input type="checkbox"/> Disposal                     | <input type="checkbox"/> Collection    |
| <input type="checkbox"/> Transfer outside geographic area | <input type="checkbox"/> Education with community & through schools | <input type="checkbox"/> Collection of Computer Equipment and Televisions      | <input type="checkbox"/> Purchasing Recycled Products | <input type="checkbox"/> Special Waste |
| <input type="checkbox"/> Composting and Mulching          | <input type="checkbox"/> Incineration with/without energy recovery  | <input checked="" type="checkbox"/> Management of Abandoned Manufactured Homes | <input type="checkbox"/> Recycling and Reuse          |  |

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW / REVISED ACTIONS	
KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	DATE DUE	ESTIMATED TONS DIVERTED IN 10TH YEAR	
<p>The County developed and is utilizing the manufactured home deconstruction area at the C&amp;D landfill location. Contracts have been approved to manage scrap metals and other waste generated from the deconstruction process.</p> <p>Avery County will continue to accept manufactured homes at the C&amp;D landfill.</p>		<p>None</p>	<p>None proposed.</p>		

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**  
**PLANNING YEARS 2012 through 2022**

Check appropriate element

- |   |   |   |   |  |
|---|---|---|---|--|
| <input type="checkbox"/> Reduction                        | <input type="checkbox"/> Disaster Response                          | <input type="checkbox"/> Illegal Disposal/Litter                          | <input checked="" type="checkbox"/> Disposal          | <input type="checkbox"/> Collection    |
| <input type="checkbox"/> Transfer outside geographic area | <input type="checkbox"/> Education with community & through schools | <input type="checkbox"/> Collection of Computer Equipment and Televisions | <input type="checkbox"/> Purchasing Recycled Products | <input type="checkbox"/> Special Waste |
| <input type="checkbox"/> Composting and Mulching          | <input type="checkbox"/> Incineration with/without energy recovery  | <input type="checkbox"/> Management of Abandoned Manufactured Homes       | <input type="checkbox"/> Recycling and Reuse          |  |

COMPLETED ACTIONS	INCOMPLETE ACTIONS	WHY INCOMPLETE?	NEW / REVISED ACTIONS	ESTIMATED TONS DIVERTED IN 10TH YEAR
KEY ACTIONS	KEY ACTIONS		KEY ACTIONS	DATE DUE
<p>The construction and demolition landfill opened in 2009.</p> <p>MSW collection and processing services provided by the Avery County MSW transfer station.</p> <p>Disposal services are provided by contracts with the Bristol MSW Landfill in Bristol, VA.</p> <p>Scrap tires and white goods disposal services are provided by private contracts.</p> <p>Household hazardous waste and electronic waste disposal services are provided by private contracts.</p>	<p>None</p>		<p>None proposed.</p>	

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**  
**PLANNING YEARS 2012 through 2022**

Check appropriate element

- |   |   |   |   |
|---|---|---|---|
| <input type="checkbox"/> Reduction                        | <input type="checkbox"/> Disaster Response                          | <input type="checkbox"/> Illegal Disposal/Litter                          | <input type="checkbox"/> Disposal                     |
| <input type="checkbox"/> Transfer outside geographic area | <input type="checkbox"/> Education with community & through schools | <input type="checkbox"/> Collection of Computer Equipment and Televisions | <input type="checkbox"/> Purchasing Recycled Products |
| <input type="checkbox"/> Composting and Mulching          | <input type="checkbox"/> Incineration with/without energy recovery  | <input type="checkbox"/> Management of Abandoned Manufactured Homes       | <input type="checkbox"/> Recycling and Reuse          |
|   |   |   | <input type="checkbox"/> Collection                   |
|   |   |   | <input type="checkbox"/> Special Waste                |

COMPLETED ACTIONS	INCOMPLETE ACTIONS		NEW / REVISED ACTIONS	
KEY ACTIONS	KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	DATE DUE
None previously proposed.	None		Avery County will purchase recycled paper.	FY11-12 and on-going.
				ESTIMATED TONS DIVERTED IN 10TH YEAR NA

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**  
**PLANNING YEARS 2012 through 2022**

Check appropriate element

- |   |   |   |   |  |
|---|---|---|---|--|
| <input type="checkbox"/> Reduction                        | <input type="checkbox"/> Disaster Response                          | <input type="checkbox"/> Illegal Disposal/Litter                          | <input type="checkbox"/> Disposal                       | <input type="checkbox"/> Collection    |
| <input type="checkbox"/> Transfer outside geographic area | <input type="checkbox"/> Education with community & through schools | <input type="checkbox"/> Collection of Computer Equipment and Televisions | <input type="checkbox"/> Purchasing Recycled Products   | <input type="checkbox"/> Special Waste |
| <input type="checkbox"/> Composting and Mulching          | <input type="checkbox"/> Incineration with/without energy recovery  | <input type="checkbox"/> Management of Abandoned Manufactured Homes       | <input checked="" type="checkbox"/> Recycling and Reuse |  |

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW / REVISED ACTIONS	
KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	DATE DUE	ESTIMATED TONS DIVERTED IN 10TH YEAR	
<p>Avery County hired a recycling coordinator</p> <p>Recycling services provided at the community drop-off locations.</p> <p>Recycling services offered at each town hall and community sponsored event.</p> <p>Recycling services are offered at each Avery County school.</p>	None		FY12-13.		

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**

PLANNING YEARS 2012 through 2022

Check appropriate element

- |   |   |   |   |  |
|---|---|---|---|--|
| <input type="checkbox"/> Reduction                        | <input type="checkbox"/> Disaster Response                          | <input type="checkbox"/> Illegal Disposal/Litter                          | <input type="checkbox"/> Disposal                     | <input checked="" type="checkbox"/> Collection |
| <input type="checkbox"/> Transfer outside geographic area | <input type="checkbox"/> Education with community & through schools | <input type="checkbox"/> Collection of Computer Equipment and Televisions | <input type="checkbox"/> Purchasing Recycled Products | <input type="checkbox"/> Special Waste         |
| <input type="checkbox"/> Composting and Mulching          | <input type="checkbox"/> Incineration with/without energy recovery  | <input type="checkbox"/> Management of Abandoned Manufactured Homes       | <input type="checkbox"/> Recycling and Reuse          |  |

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW / REVISED ACTIONS		ESTIMATED TONS DIVERTED IN 10TH YEAR
KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	DATE DUE	
<p>Avery County purchased the solid waste front loader vehicle and containers in 2011.</p> <p>County solid waste collection services are provided by drop-off locations, municipal collections, or privately contracted service providers (franchised and non-franchised services).</p>	None	<p>None</p>	None	<p>Purchase or replace collection equipment and storage units as needed.</p> <p>Evaluate the need for additional drop-off locations.</p>	<p>FY2011-12 and on-going.</p> <p>FY2014-15</p>	<p>NA</p> <p>NA</p>

**PLANNING ELEMENTS**  
**NC LOCAL GOVERNMENT 10 YEAR SOLID WASTE MANAGEMENT PLAN**  
**PLANNING YEARS 2012 through 2022**

Check appropriate element

- |   |   |   |   |   |
|---|---|---|---|---|
| <input type="checkbox"/> Reduction                        | <input type="checkbox"/> Disaster Response                          | <input type="checkbox"/> Illegal Disposal/Litter                          | <input type="checkbox"/> Disposal                     | <input type="checkbox"/> Collection               |
| <input type="checkbox"/> Transfer outside geographic area | <input type="checkbox"/> Education with community & through schools | <input type="checkbox"/> Collection of Computer Equipment and Televisions | <input type="checkbox"/> Purchasing Recycled Products | <input checked="" type="checkbox"/> Special Waste |
| <input type="checkbox"/> Composting and Mulching          | <input type="checkbox"/> Incineration with/without energy recovery  | <input type="checkbox"/> Management of Abandoned Manufactured Homes       | <input type="checkbox"/> Recycling and Reuse          |   |

COMPLETED ACTIONS		INCOMPLETE ACTIONS		NEW / REVISED ACTIONS	
KEY ACTIONS	WHY INCOMPLETE?	KEY ACTIONS	DATE DUE	ESTIMATED TONS DIVERTED IN 10TH YEAR	
<p>No actions previously proposed.</p> <p>Infrastructure improvements made to the white goods collection area.</p> <p>County held annual HHW collection event.</p> <p>Used oil/filters, lead acid batteries, fluorescent bulbs, white goods, and scrap tire collection services provided to County residents.</p> <p>Pesticide collection and disposal services were offered through NC Ag. Ext.</p>		<p>None</p>	<p>On-going.</p>	<p>Approximately 25 tons (FY 10-11 volume ~19 tons).</p>	
		<p>Annual household hazardous waste and electronic waste collection events will be held.</p> <p>The drop off locations for scrap tires, white goods, and electronic waste collection locations will be identified on the Avery County website.</p>			

**Appendix F**  
Avery County Emergency Management Plan

**Common Function # 2**  
**Appendix 2**  
**Essential Telephone Service Users and Restoration Priority List**

**A. EOC Telephones**

1. Avery County Emergency Communications Center
  - a. 911
  - b. 733-3858
2. Avery County Emergency Management
  - a. 733-8210      c. 733-2217(fax)      e. 733-8212(EOC)
  - b. 733-8213      d. 733-9961(internet#)      f. 733-8296(EOC)

**B. Local Law Enforcement Departments and Agencies**

- |                                      |                                 |
|--------------------------------------|---------------------------------|
| 1. Avery County Sheriff's Department | 2. Newland Police Department    |
| a. 733-2071                          | a. 733-2023                     |
| 3. Banner Elk Police Department      | 4. Sugar Mtn. Police Department |
| a. 898-4300                          | a. 898-4349                     |
| 5. Elk Park Police Department        | 6. Beech Mtn. Police Department |
| a. 733-9573                          | a. 387-2342                     |
| 7. Seven Devil Police Department     |                                 |
| a. 963-6760                          |                                 |

**C. Avery County Rescue Service**

- |                       |                                  |
|-----------------------|----------------------------------|
| 1. Rescue Squad       | 2. Linville Central Rescue Squad |
| a. 733-8287, 733-8286 | a. 733-2346                      |

**D. Fire Protection Services**

- |                                 |                              |
|---------------------------------|------------------------------|
| 1. Banner Elk Fire Department   | 2. Crossnore Fire Department |
| a. 898-4623                     | a. 733-4304                  |
| 3. Seven Devils Fire Department | 4. Elk Park Fire Department  |
| a. 898-6365                     | a. 733-0516                  |

- 5. Fall Creek Fire Department
  - a. 898-5021
- 6. Green Valley Fire Department
  - a. 765-9465
- 7. Jonas Ridge Fire Department
  - a. 733-1330
- 8. Linville Fire Department
  - a. 733-2188
- 9. Newland Fire Department
  - a. 733-4011
- 10. Frank Fire Department
  - a. 733-9336
- 11. Beech Mtn. Fire Department
  - a. 387-4612

E. Hospital Cannon Memorial 828-737-7000

- 1. Hospital

800-452-2777

F. Power Companies

- 1. Mountain Electric

- a. 733-0159

2. Progress Energy Carolinas

Carolina Power & Light

- a. 765-7433

G. American Red Cross

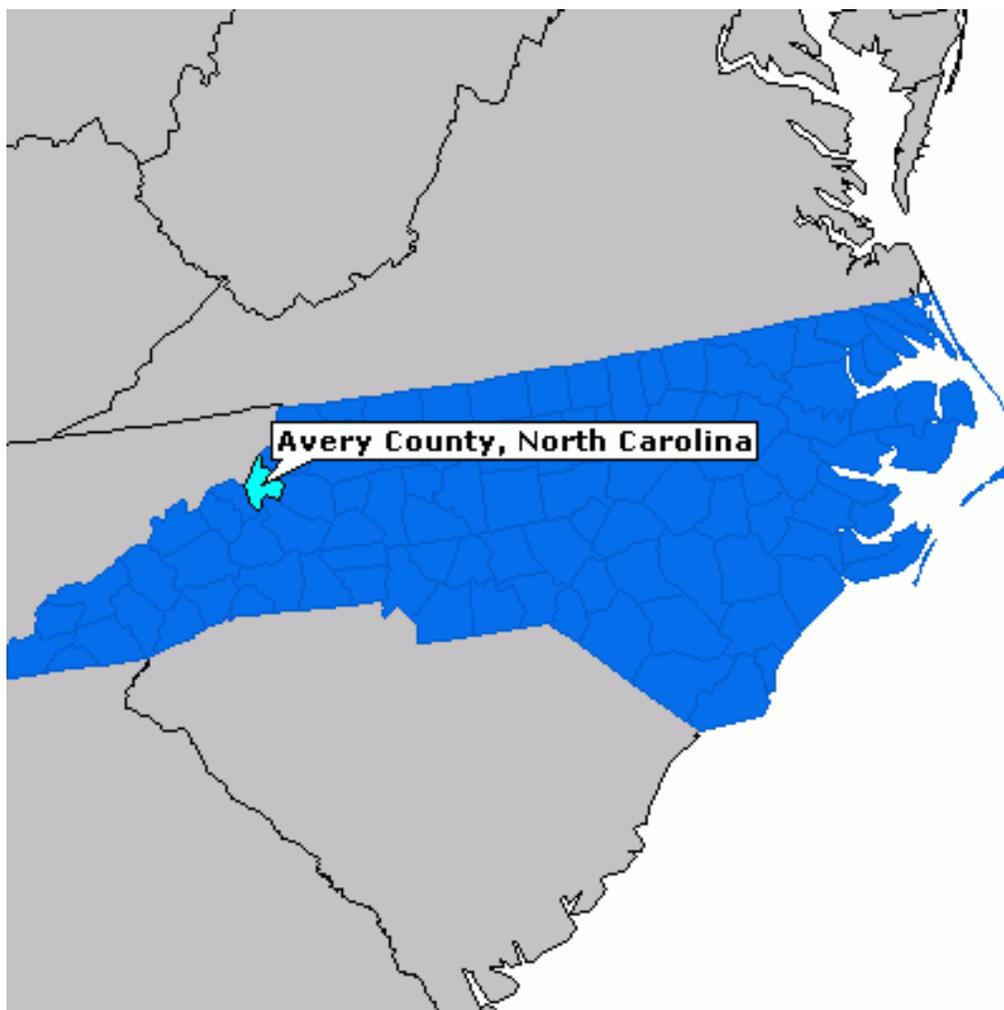
- a. 264-8226

Piedmont Natural Gas

800-356-2593 24 hr. leaks & emergencies

800-752-7504 Customer Service

# Avery County Emergency Operations Plan



**Avery County  
Emergency Operations Plan  
Basic Plan**

**I. Introduction**

This Emergency Operations Plan (EOP) establishes a comprehensive framework of policy and guidance for local mitigation, preparedness, response, and recovery operations. The plan details capabilities, authorities, and responsibilities, and establishes mutual understanding among the County government agencies and other public and private non-profit agencies.

This EOP provides for a system of effective utilization of local government and private sector resources necessary to preserve the health, safety and welfare of those persons affected by the emergency or disaster.

This EOP serves as the foundation for the development of detailed standard operating procedures to implement local government response and recovery activities efficiently and effectively.

## **AVERY COUNTY EMERGENCY OPERATIONS PLAN BASIC PLAN**

### **A. Purpose**

This plan pre determines actions to be taken by local government agencies and private and non-private organizations of Avery County to reduce the vulnerabilities of people and property to a disaster and establish capabilities to respond effectively to the actual occurrence of a disaster.

### **B. Scope**

This plan is designed to address natural and man-made hazards that could adversely affect Avery County. The plan applies to all local government departments and agencies, which are tasked to provide assistance in a disaster or emergency situation. It describes the fundamental policies, strategies, and general concept of operations to be used in control of the emergency from its onset through the post-disaster phase.

### **C. Organization**

This plan consists of the following:

1. **Part I, The Basic Plan** describing the purpose, scope, situation, policies, and concept of operations of local government activity in an emergency or disaster.
2. **Appendices to the Basic Plan**, including a list of acronyms & abbreviations, terms and definitions, authorities and directives, and figures.
3. **Part II, the Common Functions** assigning functional responsibilities to appropriate local departments and agencies, as well as other public and private non-profit organizations.

## **II. Situations and Assumptions**

### **A. Geographical Characteristics**

1. Avery County has a total area of 247 square miles. Its geographical location is in the northwestern region of the state. Avery County's neighboring counties are Watauga, Caldwell, Mitchell, and Carter County Tennessee. The current population is 15,700. However, when taking into account tourists the peak population could reach 100,000.
2. The major traffic arteries are:
  - a. U.S. Highway. 221
  - b. U.S. Highway 105
  - c. U.S. Highway. 194
  - d. N.C. Highway 181
  - e. Blue Ridge Parkway.

3. Airports are:
  - a. Avery County Airport
  - b. Elk River Airport.

## B. Hazard Analysis

The principal hazards to which Avery County is vulnerable to are as follows:

1. **Flooding** – generally associated with most other weather-caused destructive forces, flooding may be in the form of flash floods, main river floods, dam failure, or flooding from wind-driven or wind-held water. Because of the topography of Avery County, most flooding is a result of fast rising water in river and streams
2. **Hurricanes** – hurricanes are a continuing threat in the form of high winds for the mountains. Hurricanes that form in the gulf of Mexico pose the greatest potential threat to the mountains
3. **Tornadoes** - are local storms of short duration formed of winds rotating at very high speeds that descent in the familiar funnel shape from thunderstorm cloud systems that are usually accompanied by hail, flooding and lightning.
4. **Drought**- droughts occur and affect the agricultural interests in Avery County. Water shortages related to drought conditions can also affect the entire community.
5. **Winter Storms**- severe weather in Avery County is quite common. Snow and ice storms affects everyone. However, the extreme cold, icy roads usually immobilize traffic and strands hordes of people on the roads and in their homes.
6. **Forest and grass fires**- fires are a continuing threat to Avery County. Avery County is home to the world's largest populations of Christmas trees.
7. **Earthquakes**- Avery County's vulnerability to earthquakes is moderate. However, due to the fact that Avery County is located in a major fault line, earthquakes could be expected for the future.
8. **Dam Failure**- Avery County has many small dams located within the County. Even though there are no large dams, the chances are the citizens will be effect by the small dams in the future is very likely.
9. **Landslide**- due to the construction of many roads and highways in Avery County, many times the hills and mountains are cut into highways leaving steep slopes with a high chance of causing a landslide.
10. **Structural Fire**- fires of this nature are common throughout the County; however, the possibility of a major fire that would destroy an entire town or community is remote.

11. **Hazardous Materials**- these types of materials are a result of advancing technology. The increasing number of industrial needs have made it necessary to expand the national inventory both in number of products and volume. Considering the fact that Avery County has a large number of agricultural areas the potential for the use of hazardous material is greatly increased.
12. **Power Outages**- outages of this nature are a serious concern due to the location of Avery County and the unpredictable weather. The winter months pose a great concern for the resort areas and the elderly.
13. **Aircraft Crashes**- given the fact that Avery County has two airports, Avery County Airport, and Elk River Airport. The possibility of their potential hazard should be a concern.
14. **Nuclear Threat/Attack**- as long as nuclear weapons exist, nuclear attack is a possibility. According to the Department of Defense (DOD) and the Federal Emergency Management Agency (FEMA), North Carolina has twelve probable target areas, which could subject twenty-six counties to the direct effects of nuclear weapons. No county can be guaranteed immunity from the direct or indirect effects.
15. **Terrorism**- although historically Avery County has not been a prime target of terrorist activity, the threat of terrorism throughout the world exists. Considering the fact that North Carolina is a large military state the chances of an attack is greatly increased and Avery County may be effected directly or indirectly.
16. **Other Hazards**- in addition to the above mention hazards, danger also exists from insect damage, civil disorder, school bus accidents and windstorms.

#### **D. PLANNING ASSUMPTIONS**

1. It is necessary for the County to plan for and to carry out disaster response and short-term recovery operations utilizing local resources, however, it is likely that outside assistance would be needed and available in most major disaster situations affecting the County.
2. The occurrence of one or more of the previously listed hazards could result in a true catastrophic disaster situation that would grossly overwhelm local and state resources.
3. Implementation of this plan will reduce or prevent the loss of lives and damage to property.
4. Officials of Avery County are aware of the possible occurrence of an emergency or major disaster and their responsibilities in the execution of this plan.
5. Avery County and the municipalities within may have to operate with no outside assistance for a period of 24 to 72 hours. Services will be met as soon as reasonably possible, but each community should prepare to be self-supportive for as long as possible and identify shortfalls that may occur rapidly.

### III. CONCEPT OF OPERATION

#### A. General

1. As required by General Statutes 166A-2 it is the responsibility of Avery County Government to organize and plan for the protection of life and property from the effects of hazardous events.
2. The County Emergency Operating Center (EOC) will be staffed and operated as the situation dictates.
3. The Chairman or Mayor of the particular jurisdiction will direct evacuation and shelter activation as necessary.
4. The primary Emergency Broadcasting System (EBS) Station is WECR radio located in Newland. The Chairman of the County Commissioners or Public Information Officer will be in contact with WECR during times of an emergency.
5. As an emergency arises, the Chairman or Mayor (as defined in GS 14-288.1) of the jurisdiction may declare a State of Emergency to exist within the jurisdiction (or a part thereof) and begin implementing emergency procedures.
6. The Chairman of the County Commissioners, assisted by the County Manager and County Emergency Management Coordinator and Assistant Coordinator will coordinate and control County resources and advise municipalities of needs or progress and report to respected officials.
7. Avery County provides many emergency services to the citizens of the county on a daily basis. These services will expand during a disaster to facilitate more detailed assistance to the residents of Avery County. Some of the services overlap into city/town government jurisdictions. While the city/town within the county provide many services to their citizens, they also depend on Avery County for services such as emergency, medical, social services, mental health, sheltering of evacuee's, emergency management, rescue and fire protection.
8. Each city/town government in Avery County will maintain their own operations in the event of an disaster. However, if town/city government's resources prove to be inadequate during an emergency event, requests for County resources may be needed to keep the city /town governments normal operations functional. There are city/towns governments, in the county, that will be able to remain completely functional without outside resources, but some towns may be totally dependent on the county resources.
9. Avery County's local government will use their normal channel for requesting state assistance and/or resources, through the Western Branch of Emergency Management to the State Emergency Operations Center. If state resources have been exhausted, the State of North Carolina through the Emergency Operations Center will arrange to provide the needed resource(s) using the Emergency Support Functions as described in the Federal Response Plan.

10. The Federal Response Plan establishes the basis for fulfilling the Federal government's role in providing response and recovery assistance to a state and its affected local government by a significant disaster of any kind which results in a required Federal Response.
11. Under the Federal Response Plan, departments and agencies having various authorities and resources have been assigned primary and support agency responsibilities for various Emergency Support Functions. These Emergency Support Functions will work in concert with state agencies to provide the needed resource(s).
12. Under the provisions of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, a Federal Coordinating Officer will be appointed as the President's Representative to coordinate overall delivery of Federal Assistance. Federal departments and agencies have been assigned missions to provide assistance directly to the state, under the overall direction of the Federal Coordinating Officer.

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

#### **Mitigation**

Through the planning, building and fire inspection programs the county and municipal governments use codes and standards to prevent industry from impacting on residential areas and also prevent substandard building construction and/or construction in flood prone areas. Mitigation programs offered through the Federal Emergency Management Agency are used to help reduce identified vulnerabilities.

#### **Preparedness**

Through disaster planning and recognition of hazards likely to effect the area, the county and municipal agencies are able to prepare for potential disasters. County agencies are offered training and equipment in preparation for a disaster and each department is responsible for because their responders have adequate training to carry out assigned functions. Many other programs are offered to the residents of Avery County to help them also be prepared.

#### **Response**

When a disaster occurs, the county and municipal agencies respond either as direct assistance to the disaster area or as support to the first responder's on-scene. The response agencies should act within their scope of training and can call upon outside resources as needed to mitigate further damages.

#### **Recovery**

After the immediate short-term emergency needs of an area are controlled, the county and municipal governments begin a recovery process that may take several days to many months or years. Response agencies will determine what impacts have been made on the

community and what activities need to take place to restore the community to pre-disaster conditions. Many times this effort will overwhelm the jurisdiction and assistance from the State and Federal Government will be needed.

## **B. Organization**

### **Local Level**

Avery County is responsible for Emergency Management in its jurisdictional boundaries and will conduct emergency operations according to their plans and procedures. Should a disaster or emergency be beyond the capabilities of their government, requests for State and/or Federal assistance will be made through the appropriate State Area Office to the State EOC. Avery County will designate a location for the County EOC. The EOC will be staffed with elected officials and senior representatives of county departments and county level volunteer organizations who will receive emergency information, coordinate tasking of resources, and make population protection decisions. The EOC will be activated and staffed as appropriate to the severity of the situation.

Most of the departments within local government have emergency functions in addition to their normal duties. Each department is responsible for developing and maintaining standard operating procedures and notification/recall rosters. Specific responsibilities are outlined below under the section "Assignment of Responsibilities" as well as in the Common Functions section of this plan. Responsibilities for certain organizations that are not a part of local government are also presented.

## **C. Assignment of Responsibilities**

### **Chairman, County Commissioners/Mayors of Towns**

- a. Carry out appropriate provisions of state general statutes, in addition to local ordinances to emergencies.
- b. Declare an emergency at the County level and assume direction and control of emergency operations.
- c. Request assistance from State government through EM Coordinator, as needed, to control an emergency.
- d. Insure that information reports are forwarded through the Area Office to the State Division of Emergency Management regarding an emergency.

### **County Manager Town Manager**

- a. Ensure County/City/Town agencies develop and continually update emergency plans and Standard Operating Procedures (SOPs) to respond to emergencies.
- b. Ensure that exercises and tests of the emergency systems are conducted on a periodic basis through the Emergency Management Coordinator.

- c. Ensure that representatives for EOC staff are designated ( e.g. Health Director , PIO etc.) to report to the EOC upon activation to assist with providing direction and control.
- d. The County Manager, when directed, acts on behalf of the Chairman, County Commissioners in the control of emergency operations an implementation of emergency policies/ordinances as appropriate through the Emergency Management Coordinator.
- e. Ensure that financial records of expenditures are kept during emergencies.

**Emergency Management Coordinator**

- a. Perform assigned duties according to state statutes and local ordinances.
- b. Responsible for emergency planning, hazardous materials protection systems, development of procedures in accordance with Federal and State guidelines and coordination of emergency operations within the jurisdiction.
- c. Establish, equip, and ensure readiness of the primary and back-up County Emergency Operating Center (EOC) to include status boards and other display devices and provide for operations on a continuous basis as required by providing food, water and other supplies for an effective operation.
- d. Ensure adequate training and exercising of plans for the emergency management organization.
- e. Recruit, equip, and insure training of disaster analysis staff.
- f. Maintain current list and inventory of available resources identifying personnel and agencies to support emergency operations to include notification and recall rosters of county and city/town agencies and mutual aid agreements for the use of these resources.
- g. Coordinate exercises and tests of the emergency systems within the jurisdiction and ensure a critique of exercises and actual incidents to assesses and update procedures and plans as needed.
- h. Maintain liaison with utility companies and the N.C. Department of Transportation to arrange for back-up water, power, telephone service, and clearing of roads, for the EOC, during emergencies and for coordination of information with the utilities and the N.C. Department of Transportation.
- i. Assure all agencies maintain administrative and financial records as required.
- j. Alert and activate, as required, the County Emergency Management organization when informed of an actual or impending emergency within the County.
- k. Receive requests for assistance from municipalities and agencies within the County and direct aid to areas where needed, supplementing county resources with requests to the State.
- l. Ensure that narrative and operational journals are kept during the emergency and that the EOC staff acknowledge and authenticate reports.
- m. Ensure necessary information, reports and briefings are issued on schedule.

- n. Serve as the Community Emergency Coordinator as by Title 111 of SARA supporting the LEPC in maintaining liaison with the Facility Emergency Coordinators.
- o. Coordinate planning and response efforts with other political subdivisions for incidents that could affect multiple jurisdictions.
- p. Provide for adequate coordination of recovery operations among private, state or federal agencies and organizations.
- q. Develop and maintain, with the Public Information Officer, a public information and education program and disseminate information in coordination with the PIO during an emergency.
- r. Identify potential evacuation areas in accordance with the county's hazard analysis and develop warning and evacuation procedures along with identifying routes of egress. Include the relocation of county residents into other jurisdictions when needed.
- s. Along with the Red Cross, designate and activate reception and shelter areas within the County to receive evacuees and coordinate with adjoining counties as needed for shelter services.
- t. Initiate the return of the population to the evacuated area at the direction of the Chairman of the County Commissioners.
- u. Identify and arrange for survey of potential shelter locations within Avery County that will house special needs and institutionalized populations as well as the general population.
- v. Work with the Western Branch Office in securing and equipping Disaster Application Centers.
- w. Develop procedures for notifying key officials and activating the Emergency Alerting System.
- x. Serve as the lead agency for the coordination of search activities for lost persons.

**Public Information Officer**

- a. Prepare procedures for the conduct of public information services during disasters to include the use of the Emergency Alerting System and verification/authentication of all received sources of information.
- b. Establish and maintain current inventories and agreements for public information resources and keep a working relationship with the media.
- c. Coordinate all media releases pertaining to emergency planning and operations and clear all information with appropriate agencies.
- d. Provide for public rumor control and establish a phone bank for providing emergency information on contacts for missing relatives, restricted areas and continued emergency services.

- e. Develop media advisories for the public and assist in the preparation and review of emergency public information materials for hazards affecting the County.
- f. Provide emergency information materials for the public including non-English groups.

**Sheriff**

- a. Provide for conducting traffic control/movement of evacuees to shelter and other law enforcement operations throughout the County during disasters.
- b. Develop and maintain mutual aid agreements with surrounding law enforcement agencies.
- c. When requested, provide security for the EOC, reception centers, shelters, and equipment during the disaster period.
- d. Serve as the lead agency for direction and control during civil disturbance and other law enforcement activities with coordinating city/town law enforcement agencies as appropriate.
- e. Provide security a control access/reentry to the damaged area(s) and vital facilities.
- f. Develop and maintain procedures for the relocation and housing of prisoners.
- g. Provide as available transportation resources for the movement of critical personnel and equipment.
- h. Assist in warning and notifying affected populations of existing or impending emergencies.
- i. Provide County emergency communications systems (primary and secondary) through the communications director.
- j. Provide a representative to the EOC to assist with decision making and law enforcement coordination.

**Town Local Law Enforcement Agencies**

- a. Plan for conducting traffic control/movement of evacuees to shelter and other law enforcement operations throughout the municipality during disasters.
- b. Develop and maintain mutual aid agreements with surrounding law enforcement agencies.
- c. Provide security and control access/reentry to the damaged area(s) and vital facilities.
- d. Assist in warning and notifying affected populations of existing or impending emergencies.
- e. Coordinate municipal law enforcement activities with other city, county, and state agencies.

### **Fire Marshal**

- a. Analyze fire potential and plan for coordination of structural fire fighting operations throughout the County.
- b. Develop mutual aid agreements with County fire departments.
- c. Prepare inventories of fire equipment and personnel and provide, within the capabilities of the County, protective equipment, instruments and clothing to perform assigned tasks in a hazardous material incident.
- d. Provide personnel to assist with staffing EOC operations.
- e. Provide coordination of County fire departments operations and mutual aid from surrounding counties or municipalities.
- f. Serve as a technological advisor to County agencies and decision-makers for potential hazards associated with hazardous materials and fire.
- g. Provide hazardous materials decontamination and monitoring support, including documenting exposures of personnel and the public.
- h. Coordinate support personnel to assist in traffic control and damage assessment operations.
- i. Conduct fire inspections to include shelter operations, during the recovery period.
- j. Coordinate local fire departments to provide equipment for possible decontamination, as needed.

### **County Emergency Medical Services Director**

- a. Plan and develop procedures for dispatch and coordination of emergency medical activities, using an incident command system, throughout the County during disasters and mass casualty incidents.
- b. Develop mutual aid agreements to supplement emergency medical services.
- c. Coordinate with the hospital disaster coordinator on use of other medical facilities within the County for mass casualty incidents and expansion of the emergency medical system.
- d. Provide for the initial decontamination and treatment of patients contaminated by hazardous materials.
- e. During a disaster report to the EOC and establish a system, along with the Health Department and Department of Social Services, to check on residents with special medical needs.
- f. Provide for the transport of medical supplies, oxygen, etc. to medical facilities and special needs patients.
- g. Provide a support role to Red Cross or Department of Social Services for shelter operations and to the County Medical Examiner during a mass fatality incident.

### **Volunteer Fire Departments**

- a. Assist in warning and notifying the affected population of an existing or impending emergency.
- b. Deploy fire personnel and equipment during emergencies.
- c. Designate staging areas for mutual aid and volunteer forces responding from other areas.
- d. Support rescue operations to include water rescue, confined space and structural collapse rescue.
- e. President of Avery County Firefighter's Association or designee or fire district Rep. Will be present in EOC.
- f. Maintain fire security in evacuated areas.
- g. Assist in debris clearance for emergency access in the disaster area.
- h. Provide First Responder Medical Support in the departments that provides this service to the community.
- i. Develop and maintain Standard Operating Guidelines and Resource Manuals.

### **Volunteer Rescue Squads**

- a. Rescue of injured and entrapped victims during emergency operations to include high and low level, trench, confined space rescues, vehicle extraction and structural collapse.
- b. Provide for and support water rescue and victim recovery operations.
- c. Provide a support role for emergency operations as needed for public warning and traffic control.
- d. Deploy rescue personnel and equipment in an emergency.
- e. Support the evacuation of special institutions and handicapped/disabled individuals.
- f. Support search and rescue services for lost individuals and for individuals unable to evacuate due to injury.
- g. The Chief of the Avery County Volunteer Rescue Squad or their liaison reports to the EOC to assist in coordination of rescue operations.
- h. Support shelter operations by providing volunteer riding medical and transportation resources.

### **Social Services Director**

- a. Plan for coordination of social services operations during a disaster.
- b. Coordinate with medical/health care facilities (e.g. nursing homes, rest homes, etc.) to insure development of emergency procedures in conjunction with the Fire Marshal and Emergency Management Coordinator.
- c. Develop agreements with other agencies for supplemental support of DSS activities.
- d. Coordinate emergency activities during response and recovery with American Red Cross, Aging, and other volunteer organizations to include sheltering, mass care, and clothing.
- e. Provide trained personnel for the staffing, operation or support of DSS or Red Cross Shelters.
- f. Provide for the operation of special needs shelters within the affected area.
- g. Report to the Emergency Operations Center upon activation to provide coordination and decision making support for DSS services.
- h. Provide emergency benefits within the resources of the Department of Social Services.

### **Health Department Director**

- a. Develop procedures for emergency public health operations including agreements with surrounding counties for assistance.
- b. Plan for inspection of food, water, and sanitation in shelters and public eating areas during disasters.
- c. Provide nursing staff capabilities within public and special needs shelter to assist with medical and medication needs.
- d. Implement emergency health awareness and public information programs through the County Public Information Officer.
- e. Report to the EOC for coordination of health department activities to evaluate, detect, prevent and control communicable disease, waste disposal and vector/vermin control.
- f. Assist with recommendations for determining hazardous material exposure levels for emergency workers and the public, providing for exposure inhibiting or mitigating drugs and vaccines.
- g. Provide health department facilities for use as mobile and fixed emergency centers.
- h. Provide information and personnel, upon request, to assist state agencies with monitoring and the gathering of samples from food handlers and processors during a hazardous materials incident.

### **County Communications Coordinator (Sheriffs Department)**

- a. Plan and develop procedures for direction of communications and warning systems, including two-way radio systems throughout the County, developing methods of communicating between EOC, field forces, shelter facilities, adjacent jurisdiction and Area/State EOC.
- b. Receive and disseminate warning information and insure information related to emergency/disaster situations is provide to emergency workers, key officials, special locations such as schools, hospitals, nursing homes etc. and the Emergency Operations Center.
- c. Provide for primary and back-up communications capability.
- d. Develop procedures for obtaining and restoring telephone and 911 services during emergencies.
- e. Develop agreements for radio repair and maintenance under emergency conditions.
- f. Coordinate communications net with surrounding counties and state agencies.

### **Avery County Maintenance Department**

- a. Plan for emergency repair of vital County facilities and utilities to include providing emergency power, water, and sanitation during disasters.
- b. Assist Red Cross and Department of Social Services with shelter marking and upgrading.
- c. Assist with debris clearance and removal at County facilities and shelters.
- d. Develop mutual aid agreements with the municipalities.
- e. Provide County maintenance resources to assist with emergency incidents in the County.
- f. Provide representation to the EOC for coordination of public works activities and assistance with damage assessment.

### **Town Public Works**

- a. Provide for debris removal within town jurisdiction.
- b. Provide for confined space rescue support to the rescue and fire services.
- c. Provide town resources to support emergencies outside incorporated jurisdiction within the scope of mutual aid agreements.
- d. Develop Standard Operating Procedures and mutual aid agreements.
- e. Plan for emergency repair of water, sewer and road systems within the jurisdiction.

### **Medical Examiner**

- a. Respond to notifications of fatalities from local authorities, identify needed resource equipment and establish an adequate morgue system for mass fatalities.
- b. Supervise the relocation and transportation of the remains of the deceased.
- c. Develop procedures for the recovery, registration, identification and cause of death of the deadest utilizing the State Medical Examiners Office as a support agency when needed.
- d. Issue death certificates, notify next-of-kin and release the remains and personal effects to proper representatives.
- e. Issue press releases in conjunction with the Public Information Officer.
- f. Coordinate with funeral directors, pathologist, American Red Cross, dentists, x-ray technicians and law enforcement agencies for assistance.

### **County/Town Finance Officer**

- a. Plan for/identify available resources for emergency purposes including critical facilities (e.g. radiological laboratories).
- b. Develop financial accounting records procedures for County/Town agencies to report their emergency expenses.
- c. Serve as back up in the absence of the County/Town Manager.
- d. Develop a cost analysis procedure for all incidents.

### **Damage Assessment Officer (County Tax Office)**

- a. Assist the Emergency Management Coordinator with developing, training, and equipping personnel for the purpose of conducting damage assessment within appropriate jurisdictions.
- b. As damage assessment reports are compiled, identified, maintained and distributed to the appropriate agencies a list of vital facilities requiring priority repairs.

### **Superintendent of Schools**

- a. Support transportation operations during evacuations or return of evacuees.
- b. Provide support personnel (school counselors, bus drivers, and cafeteria staff) to support disaster operations.
- c. Coordinate letters of agreement to provide school facilities to be used as shelters for mass care and feeding, temporary medical facilities, and Disaster Application Centers.

- d. Provide school system fuel, vehicles, buses, and facilities to support emergency operations.
- e. Assist with the coordination of transportation operations and keep EOC advised of status.
- f. Direct and plan for the evacuation of school populations in high hazard areas.

**Transportation Official (Transportation Authority & School System)**

- a. Plan for transportation of County residents in an event of a disaster through the use of County vehicles and the school's bus system, including special populations groups (handicapped, elderly & homebound, etc.).
- b. Provide an updated list of county vehicles, agencies, organizations, churches etc. that have lift vans for the use in an event of an emergency.
- c. Develop and maintain a volunteer list of standby drivers that have a CDL license in an event of an emergency.
- d. Provide support personnel (bus drivers, van drivers volunteers) to support disaster operations.
- e. Coordinate with the Emergency Operations Center on possible use of transportation operations in an event of an emergency.
- f. Plan for the evacuation of elderly populations and school populations in high hazard areas.
- g. Provide emergency transportation within the resources of the Avery County Transportation Authority and Avery County School's Transportation System.

**American Red Cross**

- a. Serve as lead agency for providing shelter/mass care operations coordinating with Avery County's Department of Social Services and Avery County Health Department for staff support.
- b. Coordinate damage assessment activities with the County Damage Assessment Officer.
- c. Provide shelter managers and supplies for shelter operations.
- d. Provide for training of managers and staff for shelter operations.
- e. Provide disaster relief services in accordance with ARC Regulations and Procedures as described and detailed in the current ARC 3000 Series.
- f. Initiate disaster relief services based upon a verified need determined by Red Cross Survey/ Damage Assessment Teams.
- g. Request disaster relief services and/or necessary resources from outside the chapter territory as determined and verified by ARC Survey/Damage Assessment Teams.

### **Senior Services**

- a. Develop procedures for operation of programs during disaster.
- b. Prepare list of frail older adults living alone or in possible need of assistance during weather related or disaster events.
- c. Provide housing and assistance for ARC command post during a disaster.
- d. Contact older adult participants to determine their needs.
- e. Report to the EOC the needs and circumstances of older adults.
- f. Make Senior Center kitchen available for emergency meals if needed.
- g. Provide staff to support emergency operations where and when necessary.

### **D. Notification**

1. Avery County's Emergency Management (ACEM) may receive initial notification or warning of a disaster from a multiple sources, including the North Carolina Division of Emergency Management, the National Weather Service, the State Highway Patrol Warning Point and the National Hurricane Center.
2. Avery County EOC, Operations Officer on duty, will notify key ACEM and local government officials, Common Function Primary and Support Agencies and the County Warning Point.

### **E. Activation**

The Avery County Emergency Operations Plan will be activated when a disaster has occurred or is imminent. The County Commissioners may issue a Proclamation of a County Emergency, which activates the emergency response, recovery and mitigation aspects of the County inter-jurisdictional disaster plans that apply to the disaster area.

Upon declaration of an emergency or attack warning the Chairman of County Commissioners, County Manager, and EMC will operate from the EOC. The overall direction and control of emergency activities in a crisis situation is vested with the Chairman, County Commissioners.

Avery County's EOC will serve as the focal point for the coordination and control of the County's response and recovery efforts.

### **F. Continuity of Government**

#### **A. General**

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

**B. Line of Succession**

1. The line of succession of the County Board of Commissioners proceeds from the chairman to the members of the board in accordance with County policy.
2. Lines of succession for the Emergency Management Coordinator and department/agency heads with emergency responsibilities are shown in the appropriate common functions.

**C. Preservation of Vital Records**

1. It is the responsibility of the elected officials to insure that designated official's record of all legal documents of both a public and private nature. These legal documents must be protected and preserved in accordance with existing laws, statutes and ordinances.
2. Each department/agency is responsible for the preservation of essential records to ensure continued operational capabilities.

**D. Relocation of Government**

1. The County provides for the relocation of the governing body to the EOC during times of emergency or disasters if necessary.
2. If the primary EOC is determined inoperable, the governing body will relocate to an alternate EOC facility as needed.

**III. Administration and Logistics**

**A. General**

1. The emergency services dispatching operations center operates continuously 24 hours per day and is administered by Avery County Sheriff's Department.
2. The operational readiness of the EOC is the responsibility of the Emergency Management Coordinator.

**B. Records and Reports**

1. Records of expenditures and obligations during emergency operations must be maintained by County/Town governments.
2. Narrative operational journals of response actions will be kept by each agency with an assigned function during the disaster period.

**Consumer Protection-** Consumer complaints pertaining to alleged unfair or illegal business practices during emergencies will be referred to the State Attorney General's Consumer Protection Division.

**C. Non- Discrimination**

1. There will be no discrimination on grounds of race, color, religion, nationality, sex, age, or economic status in the execution of disaster preparedness or disaster relief and assistance functions.

2. This policy applies equally to all levels of government, contractors, and labor unions.

#### **E. Agreements and Understandings**

1. Agreements and understandings must be entered into by duly authorized officials and should be formalized in writing whenever possible prior emergency situations.
2. Should local government resources prove to be inadequate during emergency operations, requests for assistance will be made to other jurisdictions, higher levels of government, and other agencies in accordance with existing or emergency negotiated mutual-aid agreements and understandings. Requests for State and Federal resources must be made through the local Emergency Management Coordinator to the State Emergency Management Western Branch Office. Requests will be forwarded from the Western Branch to the State EOC.
3. Organizations tasked with responsibilities in the implementation of this plan are responsible for providing their own administrative and logistics needs and for the preparation and maintenance of a resource list for use in carrying out their emergency responsibilities.

#### **IV. Plan Development & Maintenance**

##### **A. Planning**

Local, public, and private organizations share the responsibility of safeguarding the public's health and safety. It is essential that the response and recovery activities of all parties be fully integrated. This plan has been developed and coordinated with all participating organizations, and provides for the integrated response and recovery activities of all parties. Through this joint participation, each organization will have a clear understanding of the role it will play in the event of an emergency or disaster.

##### **B. Periodic Review**

Avery County's Emergency Management will periodically contact all agencies with assigned missions in the plan to request the plan be reviewed and necessary changes be recommended or to certify that in their opinion the matters in the plan under their cognizance require no update.

#### **Changes to the Plan**

All readers of the plan are requested to submit recommended changes to improve the plan's clarity and accuracy. Any changes should be directed to the exact page and paragraph number(s) and should explain why the change is recommended.

**Attachment 1**  
**County Emergency Management Ordinance**

Ordinance Number \_\_\_\_\_

The County of Avery ordains:  
The Carolina Emergency Management Agency

**Section 1. Short Title**

This ordinance shall be known and may be cited and referred to as “Emergency Management Ordinance for the County of Avery”.

**Section 2. Intent and Purpose**

- (1) It is the intent and purpose of this Ordinance to establish an office that will insure the complete and efficient utilization of all County of Carolina’s resources to combat disaster resulting from enemy actions or other disasters as defined herein.
- (2) The Avery County Office of Emergency Management will be the coordinating agency for all activity in connection with Emergency Management, it will be the instrument through which the Avery County Board of Commissioners may exercise the authority and discharge the responsibilities vested in them during disaster emergencies.
- (3) This Ordinance will not relieve any County Department of the moral responsibilities or authority given to it in the County Charter or by local ordinances, nor will it adversely affect the work of any volunteer agency organized for relief in disaster emergencies.

**Section 3. Definitions**

- (1) The following definitions shall apply in the interpretation of this article:
  - (a) “**Emergency Management**” is the basic government functions of maintaining the public peace, health, and safety during an emergency. This term shall include plans and preparations for protection and relief, recovery and rehabilitation from the effects of an attack by the forces of an enemy nation or the agents thereof, or a disaster as defined herein. It shall not, however, include any activity that is the primary responsibility of the military forces of the United States.
  - (b) “**Attack**” shall mean direct or indirect assault against the County of Avery, its government, its environment, or of the nation, by the forces of a hostile nation or the agents thereof, including assault by bombing, conventional or nuclear, chemical or biological warfare, terrorism or sabotage.
  - (c) “**Disaster**” includes but is not limited to actual or threatened enemy attack, sabotage, extraordinary fire, flood, storm, epidemic, accident, chemical spill or other impending or actual calamity endangering or threatening to endanger health, life, property of constituted government.
  - (d) “**Emergency Management Forces**” shall mean the employees, equipment and facilities of all County departments, boards, councils, institutions and commissions; and in addition, it shall include all volunteer personnel, equipment and facilities contributed by, or obtained from, volunteer persons or agencies.
  - (e) “**Volunteer**” shall mean contributing a service, equipment or facilities to the Emergency Management Agency without remuneration.
  - (f) “**Emergency Management Volunteer**” shall mean any person duly registered, identified and appointed by the Coordinator of the Avery County

Emergency Management Agency and assigned to participate in the Emergency Management Activity.

- (g) **“Coordinator”** shall mean the Coordinator of the Avery County Emergency Management Agency, appointed as prescribed in this Ordinance.
- (h) **“Regulations”** shall include plans, programs and other emergency procedures deemed essential to emergency management.

#### **Section 4. Organization and Appointments**

- (1) The organization shall consist of the following:
  - (a) An agency of Emergency Management within the executive department of the Avery County government under the direction of the Avery County Board of Commissioners. The agency head of the Avery County Emergency Management shall be known as the Coordinator, and such assistants and other employees as are deemed necessary for the proper functions of the agency will be appointed.
  - (b) The employees and resources of all Avery County departments, boards, institutions, and councils shall participate in the emergency management activities. Duties assigned to County departments shall be the same as or similar to the normal duties of the department, where possible.
  - (c) Volunteer personnel and agencies offering service to, and accepted by the County.
- (2) The Avery County Board of Commissioners shall appoint a Coordinator of the Carolina Emergency Management Agency who shall be a person well versed and trained in planning operations involving the activities of many different agencies which will operate to protect the public health, safety and welfare in the event of danger from enemy action or disaster as defined in this ordinance.
- (3) The Coordinator shall designate and appoint Deputy Coordinators to assume the emergency duties of the Coordinator in the event of his absence or inability to act.

#### **Section 5. Day to Day Duties and Responsibilities of the Coordinator**

- (1) The Coordinator shall be responsible to the Avery County Board of Commissioners in regard to all phases of emergency management activity. The coordinator shall be responsible for the planning, coordination and operation of the Emergency management activities in Avery County. The Coordinator shall maintain liaison with the State and Federal authorities and the authorities of nearby political subdivisions so as to insure the most effective operation of the Emergency Management plans. The Coordinator's duties shall include, but not be limited to, the following:
  - (a) Coordinating the recruitment of volunteer personnel and agencies to augment the personnel and facilities of the County of Avery for Emergency Management purposes.
  - (b) Development and coordination of plans for the immediate use of all facilities, equipment, manpower and other resources of the County for the purpose of minimizing or preventing damage to persons and property; and protecting and restoring to usefulness governmental services and public utilities necessary for the public health, safety, and welfare.
  - (c) Negotiating and concluding agreements with owners or persons in control of building or other property for the use of such building or other

property for the Emergency Management purposes and designating suitable buildings as public shelters.

- (d) Through public informational programs, educating the populace as to actions necessary and required for the protection of their persons and property in case of enemy attack or disaster as defined herein, either impending or present.
- (e) Conducting public practice alerts to insure the efficient operation of the Emergency Management forces and to familiarize residents with Emergency Management regulations, procedures and operations.
- (f) Coordinating the activity of all other public and private agencies engaged in any Emergency Management activities.

## **Section 6. Emergency Management Plans**

- (1) Comprehensive Emergency Management plans shall be adopted and maintained by resolution of the Avery County Board of Commissioners. In the preparations of these plans as it pertains to County organization, it is intended that the services, equipment and facilities and personnel of all existing departments and agencies shall be utilized to the fullest extent. When approved, it shall be the duty of all departments and agencies to perform the functions assigned by these plans and to maintain their portions of the plans in a current state of readiness at all times. These plans shall have the effect of law whenever a disaster, as defined in this Ordinance, has been proclaimed.
- (2) The Coordinator shall prescribe in the emergency plans those positions within the disaster organization, in addition to his own, for which lines of succession are necessary. In each instance, the responsible person will designate and keep on file with the Coordinator a current list of three (3) persons as successors to his position. The list will be in order of succession and will nearly as possible designate persons best capable of carrying out all assigned duties and functions.
- (3) Each service chief and department head assigned responsibility in the Plans shall be responsible for carrying out all duties and functions assigned therein. Duties will include the organization and training of assigned employees and where needed volunteers. Each chief shall formulate the Standing Operating Procedures to implement the plans for his service.
- (4) Amendments to these plans shall be submitted to the Coordinator. If approved, the Coordinator will then submit the amendments to the Avery County Board of Commissioners with his recommendation for their approval. Such amendments shall take effect 30 days from the date of approval.
- (5) When a required competency or skill for a disaster function is not available within government, the Coordinator is authorized to seek assistance from persons outside of government. The assigned duties, when of a supervisory nature, shall also include the granting of authority for the persons so assigned to carry out such duties prior to, during, and after the occurrence of a disaster. Local government on a volunteer basis may accept such services from persons outside of government. Such citizens shall be enrolled as Emergency Management volunteers.

**Section 7. No. Municipal or Private Liability**

- (1) This ordinance is an exercise by the County of Avery of its government functions for the protection of the public peace, health, and safety, and neither the County of Avery nor agents and representatives of same, or any individual, receiver, firm, partnership, corporation, association, or trustee, or any of the agents thereof in good faith carrying out, complying with or attempting to comply with any order, rule or regulation promulgated pursuant to the provisions of this Ordinance, shall be liable for any damage sustained to persons or property as the result of said activity.
- (2) Any person owning or controlling real estate or other premises who voluntarily and without compensation grants the County of Avery the right to inspect, designate and use the whole or any part or parts of such real estate or premises for the purpose of sheltering persons during an actual, impending or practice disaster situation shall not be civilly liable for the death of, or injury to, any persons on or about such real estate or premises under such license, privilege or other permission, or for loss of, or damage to, the property of such person.

**Section 8. Violations**

It shall be a misdemeanor for any person to violate any of the provisions of this Ordinance or plans issued pursuant to the authority contained herein, or to willfully obstruct, hinder or delay any member of the Emergency Management organization as herein defined in the enforcement of the provisions of this Ordinance or any plan issued thereunder.

**Section 9. Severability**

Should any provision of this Ordinance be declared invalid for any reason, such declaration shall not affect the validity of other provisions of this Ordinance, as a whole, it being the legislative intent that the provisions of this ordinance shall be severable and remain valid notwithstanding such declaration.

**Section 10. Conflicting Ordinances, Orders, Rules and Regulations Suspended**

At all times when orders, rules and regulations made and promulgated pursuant to this Article shall be in effect, they shall supersede all existing ordinances, orders, rules and regulations insofar as the latter may be consistent therewith.

**Section 11. Applicability Extension**

The undersigned municipalities hereby ratify this Ordinance and adopt it as their own including all forms and conditions specified herein.

**Section 12. Effective Date**

This Ordinance shall take effect on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
Chairman, County Board of Commissioners

**Attachment 2**  
**County State of Emergency Ordinance**

**An Ordinance Authorizing The Proclamation Of A State Of  
Emergency And The Imposition Of Prohibitions And Restrictions  
During A State Of Emergency**

Under the authority of Article 36A of Chapter 14, Chapter 166A, and Chapter 153A of the North Carolina General Statutes, the County of Carolina ordains;

**Section 1. State of Emergency; Restrictions Authorized**

- (a) A State of Emergency shall be deemed to exist whenever during times of public crisis, disaster, rioting, catastrophe, or similar public emergency, for any reason, public safety authorities are unable to maintain public order or afford adequate protection for lives, safety or property, or whenever the occurrence of any such condition is imminent.
- (b) In the event of an existing or threatened State of Emergency endangering the lives, safety, health and welfare of the people within AVERY COUNTY or any part thereof, or threatening damages to or destruction of property, the Chairperson of the Board of Commissioners of Avery County is hereby authorized and empowered under Section 14-288.13 and 166A-8 to issue a public proclamation declaring to all persons the existence of such a State of Emergency, and, in order to more efficiently protect the lives and property of people within the county, to place in effect any or all of the restrictions hereinafter authorized.
- (c) The Chairperson is hereby authorized and empowered to limit by the proclamation the application of all or any part of such restrictions to any area specifically designated or described within the county and to specific hours of the day or night; and to exempt from all or any part of such restrictions, while acting in the line of and within the scope of their respective duties, law enforcement officers, firemen, and other public employees, rescue squad members, doctors, nurses, employees of hospitals and other medical facilities; on-duty military personnel, whether state or federal; on-duty employees of public utilities, public transportation companies, and newspaper, magazine, radio broadcasting, and television broadcasting corporations operated for profit; and such other classes of persons as may be essential to the preservation of public order and immediately necessary to serve the safety, health, and welfare needs of people within the county.

**Section 2. Proclamation Imposing Prohibitions and Restrictions:**

- (a) The Chairperson of the Board of Commissioners of AVERY COUNTY by proclamation may impose the prohibitions and restrictions specified in sections 3 through 8 of this ordinance in the manner described in those sections. The Chairperson may impose as many of those specified prohibitions and restrictions as he finds are necessary, because of an emergency, to maintain an acceptable level of public order and services, and to protect lives, safety, and property. The Chairperson shall recite his findings in the proclamation.
- (b) The proclamation shall be in writing. The Chairperson shall take reasonable steps to give notice of the terms of the proclamation to those affected by it and shall post a copy of it in the County Courthouse. The Chairperson shall send reports of the substance of the proclamation to the mass communication media, which serves the affected area. The Chairperson shall retain a text of the proclamation and furnish upon request certified copies of it.

### **Section 3. Evacuation**

The Chairperson may direct and compel the evacuation of all or part of the population of the County of Carolina, to prescribe routes, modes of transportation, and destination in connection with evacuation; and to control ingress and egress of a disaster area, the movement of persons within the area, and the occupancy of premises therein. Details of the evacuation may be set forth or amended in a subsequent proclamation, which shall be well publicized.

### **Section 4. Curfew**

- (a) The proclamation may impose a curfew prohibiting in certain areas and during certain periods the appearance in public of anyone who is not a member of an exempted class. The proclamation shall specify the geographical area or areas and the period during each 24-hour day to which the curfew applies. The Chairperson may exempt from some or all of the curfew restrictions classes of people whose exemption the Chairperson finds necessary for the preservation of the public health, safety, and welfare. The proclamation shall state the exempted classes and the restrictions from which each is exempted.
- (b) Unless otherwise specified in the proclamation, the curfew shall apply during the specified period each day until the Chairperson by proclamation removes the curfew.

### **Section 7. Restriction on Access to Areas**

- (a) The proclamation may prohibit obtaining access or attempting to obtain access to any area, designated in the manner described in this section, in violation of any order, clearly posted notice, or barricade indicating that access is denied or restricted.
- (b) Areas to which access is denied or restricted shall be designated by the Sheriff and his subordinates or other law enforcement officer when directed in the proclamation to do so by the Chairperson. When acting under this authority, the Sheriff and his subordinates when directed in the proclamation to do so by the Chairperson. When acting under this authority, the Sheriff and his subordinates may restrict or deny access to any area, street, highway or location within the County if that restriction or denial of access or use is reasonably necessary to promote efforts being made to overcome the emergency or prevent further aggravation of the emergency.

### **Section 8. The Proclamation may prohibit or restrict:**

- (a) Movements of people in public places;
- (b) The operation of offices, business establishments, and other places to or from which people may travel or at which they may congregate; and
- (c) Other activities or conditions the control of which may be reasonably necessary to maintain order and protect lives or property during the state of emergency, within the area designated in the proclamation.

**Section 9. Removal of Prohibitions and Restrictions**

The Chairperson shall by proclamation terminate the entire declaration of emergency or remove any of the prohibitions and restrictions when the emergency no longer requires them, or when directed to do so by the Board of Commissioners.

**Section 10. Superseding and Amendatory Proclamations**

The Chairperson in his/her discretion may invoke the restrictions authorized by this ordinance in separate proclamations, and may amend any proclamation by means of a superseding proclamation in accordance with the procedures set forth in Section 2.

**Section 11. Termination of Proclamation**

Any proclamation issued under this ordinance shall expire five days after its last imposition unless sooner terminated in writing under the same procedures set forth in Section 2 for proclamations.

**Section 12. In Case of Absence or Disability of Chairperson**

In case of the absence or disability of the Chairperson, the Vice-Chairperson of the Board of Commissioners, or such other person as may be designated by the Board of Commissioners, shall have and excretes all of the powers herein given the Chairperson.

**Section 13. Penalty for Violation**

Except as provided in section 6, any person violating any prohibition or restriction imposed by a proclamation authorized by this ordinance shall be guilty of a misdemeanor, punishable upon conviction by a fine not exceeding fifty dollars (\$50.00) or imprisonment not exceeding 30 days, as provided by G.S. 14-4.

**Section 14. Repeal of Conflicting Ordinances**

All ordinances in conflict with the provisions of these ordinances are hereby repealed.

**Section 15. Territorial Applicability**

This ordinance shall apply within the corporate limits of any municipality, or within any area of the County over which the municipality has jurisdiction to enact general police-power ordinances, fully and to the same extent as elsewhere in the County.

**Section 16. Validity**

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The Board of Commissioners hereby declares that it would have passed this ordinance and each section, subsection, clause, and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid.

**Section 17. Effective Date of Ordinance**

This ordinance shall take effect on the \_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
Chairman, County Board of Commissioners

**Attachment 3**  
**Proclamation of a County State of Emergency**

- Section 1.** Pursuant to County Ordinance \_\_\_\_\_ and Chapter 166A of the General Statutes and Article 36A Chapter 14 of the General Statutes, I have determined that a State of Emergency as defined in County Ordinance \_\_\_\_\_ exist in the County of \_\_\_\_\_.
- Section 2.** I, therefore, proclaim the existence of a State of Emergency in the County of \_\_\_\_\_.
- Section 3.** I hereby order all county law enforcement officers and employees and all other emergency management personnel subject to my control to cooperate in the enforcement and implementation of the provisions of the county emergency ordinances, which are set forth below.
- Section 4.** Evacuation. I have determined that, in the best interest of public safety and protection, it is necessary to evacuate the civilian population from the County of \_\_\_\_\_. Citizens are free to use any type of transportation, but they are to use only \_\_\_\_\_ in leaving the county. Evacuation is to occur as soon as possible. Further proclamation concerning evacuation will be issued as needed.
- Section 5.** Curfew. Unless a member of the County's law enforcement agency or the emergency management program, every person who is located within a \_\_\_\_\_ radius of \_\_\_\_\_ is to be inside a house dwelling from the hours of \_\_\_\_\_ to \_\_\_\_\_.
- Section 6.** No Alcoholic Beverages. There shall be no sales, consumption, transportation, or possession of alcoholic beverages during the State of Emergency in the County of \_\_\_\_\_, except possession or consumption is allowed on a person's premises.
- Section 7.** No firearms, ammunition, or Explosives. During the State of Emergency, there shall be no sale or purchase of any type of firearm or ammunition, or any possession of such items along with any type of explosive off owner's own premises.
- Section 8.** Execution of Emergency Plan. All civilians and emergency personnel are ordered to comply with the emergency reaction plan.
- Section 9.** This proclamation shall become effective immediately. Proclaimed this the \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_, at \_\_\_\_\_ (a.m.) (p.m.).

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Chairman, Board of Commissioners

**Attachment 4  
Proclamation Terminating  
A County State Of Emergency**

- Section 1.** On \_\_\_\_\_, at \_\_\_\_\_ (am/pm), I determined and proclaimed a local State of Emergency for the County of \_\_\_\_\_.
- Section 2.** On \_\_\_\_\_, at \_\_\_\_\_ (am/pm), I ordered the evacuation of all civilians from the area, imposed a curfew, prohibited alcoholic beverages, firearms, ammunition and explosives, and ordered the execution of the emergency reaction plan.
- Section 3.** I have determined that a State of Emergency no longer exists in the County of \_\_\_\_\_.
- Section 4.** I thereby terminate the proclamation of a local State of Emergency and all of the restrictions and orders therein.
- Section 5.** This proclamation is effective immediately. Proclaimed this the \_\_\_\_\_ day of \_\_\_\_\_, at \_\_\_\_\_ (am/pm).

\_\_\_\_\_  
Chairman, Board of Commissioners

## BASIC PLAN GLOSSARY

**Act** - Superfund Amendments and Reauthorization Act of 1986 (see SARA).

**Acute Toxicity** - The LD 50 of a substance (the lethal dose at which 50 percent of test animals succumb to the toxicity of the chemicals) is typically used as a measure of its acute toxicity.

**All Effects Shelter** - Public or private building that provides adequate protection to the population from the blast, fire and radiation generated by a nuclear explosion.

**Annex (functional)** - Parts of the EOP that begin to provide specific information and direction; should focus on operations, what the function is and who is responsible for carrying it out, emphasize responsibilities, tasks, procedures, and operational actions that pertain to the function being covered, including activities to be performed by anyone with a responsibility under the function. Should clearly define and describe the policies, procedures, roles, and responsibilities inherent in the various functions before, during, and after any emergency period.

**Appendix, Hazard-specific** - addresses each hazard that threatens the jurisdiction. Unique characteristics of various hazards will not be adequately covered in the functional annexes; to properly treat such unique factors is the purpose or role of the hazard-specific appendixes to the functional annexes.

**ARC** - American Red Cross

**Attack Warning Signal** - A 3 to 5 minute varying siren tone or horn blast, repeated as required, which warns of an actual attack on the nation, and that protective action should be taken immediately.

**Attention or Alert Signal** - A 3 to 5 minute steady tone, warning of probable imminent danger other than enemy attack, and that the public should listen for essential emergency information.

**Best Available Fallout Shelter** - A habitable structure that provides protection from radioactive fallout in the following priorities: NFS category 2(+) = PF 40 or better; NFS Category 0-1 = PF 10-39; upgradable = PF <10; expedient.

**CAER** - Community Awareness and Emergency Response program adopted by member companies of the Chemical Manufacturers Association (CMA), designed to integrate facility emergency response plans with community emergency response plans and provide the public with information on chemicals manufactured or used at local chemical plants. Anticipated many eventual requirements of CEPP and SARA.

**CAMEO** - Computer-Aided Management of Emergency Operations computer data-base storage-retrieval of pre-planning data for on-scene response use in hazmat incidents. Includes systematic MSDS data on common chemicals, air-plume modeling program and pre-planning displays of chemical storage sites and amounts of designated sites, based on prior input of data received from facility managers. "Codebreaker" feature can identify wide range of substances via instant cross-reference procedure. Developed by and available via USCG and NOAA.

**CHIP** - Capability and Hazard Identification Program. (See CPG 1-35)

**Carcinogen** - An agent that produces cancer.

**CAS Number** - Chemical Abstract System standardized reference number for all regulated materials.

**CEPP** - Chemical Emergency Preparedness Program developed by the Environmental Protection Agency to address accidental releases of acutely toxic chemicals. Many parts adopted by Congress into SARA.

**CERCLA** - The Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (Superfund) regarding hazardous substance releases into the environment and the cleanup of inactive hazardous waste disposal sites; establishes authority to tax chemical and petroleum industries to finance a \$1.6 billion response trust fund (the Superfund or Fund), and provides broad Federal authority to respond directly to releases or threatened releases of hazardous substances and pollutants or contaminants that may endanger public health or welfare or the environment. EPA is primarily responsible for implementing Superfund. Under CERCLA, EPA may take legal action to force those responsible for hazardous substance releases to clean them up or to reimburse EPA for costs or cleanup. Reauthorized via SARA. (Codified as: 42 USC 9601 et. seq.)

**CERCLA Hazardous Substance** - A Superfund Hazardous Substance listed in Table 302.4 of 40 CFR Part 302.4 which subjects facilities to CERCLA and Title III release notification. (Reportable Quantity Chemicals)

**CFR** - Code of Federal Regulations: "49 CFR" refers to Title 49, the primary volume regarding hazmat transportation regulations.

**Chemical Manufacturer** - An employer with a workplace where chemical(s) are produced for use or distribution.

**Chemical Name** - Scientific designation of a chemical in accordance with the nomenclature system developed by the International Union of Pure and Applied Chemistry (IUPAC) or the Chemical Abstracts Service (CAS) rules of nomenclature, or a name which will clearly identify the chemical for the purpose of conducting a hazard evaluation.

**Chemical Plant** - Any chemical industry facility including manufacturing plants, distribution facilities, warehouses, and transportation vehicles located on-site.

**CHEMNET** - Mutual aid network of chemical shippers and contractors, composed of over 250 chemical emergency response teams, and several emergency response contractors. Activated when a member shipper cannot respond promptly to an incident involving that company's product(s) and requiring the presence of a chemical expert. If a member company cannot go the scene of the incident, the shipper will authorize a CHEMNET-contracted emergency response company to go. Responders act as advisors on safe techniques for securing the scene and dealing with spills and fires involving the chemical. If requested, the experts will provide "hands-on" assistance in capping and patching containers and in transferring the chemical from the damaged container.

**CHEMTREC** - Chemical Transportation Emergency Center operated by the Chemical Manufacturers Association to provide information and/or assistance to emergency responders. CHEMTREC contacts the shipper or producer of the material for more detailed information on the chemical released, to facilitate response and cleanup actions. CHEMTREC maintains technical information files on over 300,000 proprietary chemicals. During emergencies, CHEMTREC can provide information regarding the effects of most chemicals on persons or the environment and suggest methods for treatment, containment and control of an incident. CHEMTREC also maintains a directory of experts and industry assistance teams that can assist in emergency. CHEMTREC can be reached 24 hours a day (800-424-9300). REMEMBER: A call to CHEMTREC does not fulfill any statutory or regulatory reporting requirement of the Federal government.

**CHLOREP** - The Chlorine Emergency Plan established by the Chlorine Institute to enable the nearest producer of chlorine to respond to an accident involving chlorine. CHEMTREC serves as the communication link for this program.

**CHRIS** - Chemical Hazards Response Information System set of reference manuals developed by U.S. Coast Guard for use by the response community; contains technical emergency response and precautionary information on chemicals shipped by water in U.S. commerce. Spill trajectory

modeling portions are computerized in the Hazard Assessment Computer System (HACS). Federal OSC's use HACS to answer specific questions during a response or in contingency planning for potential incidents. State and local officials may also request HACS assistance through the Federal OSC.

**Civil Air Patrol** - Volunteer pilots who offer their time and aircraft for emergency use in search and rescue, messenger service, light transport flights, air borne communications, and reconnaissance support.

**Command Post** - A centralized base of operations established near the site of a hazardous materials incident.

**Commission** - State Emergency Response Commission for the state in which the facility is located. Oversees local committees' information and operations; approves submitted local response plans; intermediary between Federal and local officials in SARA compliance. See "SERC."

**Committee** - The Local Emergency Planning Committee for the Emergency Planning District in which the facility is located; required by federal law and some state laws to develop contingency plans (for planning districts as set forth by the State Commission).

**Community Emergency Coordinator** - A person appointed for the local emergency planning committee (pursuant to SARA), who makes determinations necessary to implement plans, and who receives official emergency notification of releases.

**Disaster** - An occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made accidental, military or paramilitary cause.

**Division of Emergency Management (EM)** - The North Carolina state agency tasked with protecting the general public from the effects of natural or manmade disasters.

**DOD** - Department of Defense.

**DOT** - Department of Transportation.

**Emergency Alert System (EAS)** - A voluntary network of broadcast stations and interconnecting facilities, which have been authorized by the Federal Communications Commission to disseminate information during an emergency, as provided by the Emergency Alert System Plan. EAS is made up of AM, FM, and TV Broadcast Stations and non-governmental electronic communications operating in a voluntary organized manner during natural/manmade emergencies or disasters at national, state, or local levels. This system keeps the public informed.

**Emergency Education Network (EENET)** - FEMA-sponsored satellite telecommunications training deployment system which broadcasts EMI, NFA, and other on-campus training activities via video-conferences throughout the nation. Is unscrambled for maximum utility by all local agencies with satellite receiver capability.

**Emergency Management** - Organized analysis, planning, decision-making, assignment, and coordination of available resources to the mitigation of, preparedness for, response to, or recovery from major community-wide emergencies. Refer to local and state emergency legislation.

**Emergency Management Assistance (EMA)** - FEMA program of financial contributions to assist the States and their political subdivisions to develop a capability for civil defense by assisting them on a 50-50 funds-matching reimbursement basis.

**Emergency Management Coordinator (EMC)** - The Emergency Response person responsible to the Direction and Control Group for coordinating the response activities of the combined government, industry, and public forces at work in the disaster.

**Emergency Management Institute (EMI)** - Component of FEMA's National Emergency Training Center located in Emmitsburg, Maryland. It conducts resident and nonresident training activities for Federal, State, and local government officials, managers in the private economic sector, and members of professional and volunteer organizations on subjects that range from civil nuclear preparedness systems to domestic emergencies caused by natural and technological hazards.

**Emergency Medical Services (EMS)** - Local medical response teams, usually rescue squads or local ambulance services which provide medical services during a disaster.

**Emergency Medical Technician (EMT)** - Person nationally or state-certified as trained to provide a specific level of emergency medical care, usually at the actual scene of an emergency which led to the injuries being treated, prior to transport to a hospital.

**Emergency Operations Center (EOC)** - The protected site from which civil government officials (municipal, county, State, and Federal) exercise centralized direction and control in an emergency. Operating from an EOC is a basic emergency management concept. For effective emergency response, all activities must be centrally directed and coordinated. The person-in-charge of the disaster directs the response from this location, and all community officials assigned primary emergency response tasks coordinate their actions from this center. The EOC should have adequate work space, be supplied with maps, status boards, etc. which are visible to all EOC staff, and have communications capability so that the EOC staff may communicate with their departments and field forces. The EOC also serves as a Resource Center and coordination point for additional field assistance. It provides executive directives and liaison to state and federal government, and considers and mandates protective actions. The EOC may be partially activated with key staff persons meeting periodically, or it may be fully activated, thus operating on a continuous 24 hour basis, depending on the situation.

**Emergency Operations Plan (EOP)** - An all-hazards document, which briefly, clearly, and concisely specifies actions to be taken or instructions to be given in the event of natural disasters, technological accidents, or nuclear attack. The plan identifies authorities, relationships, and the coordinated actions to be taken based on predetermined assumptions, objectives, and existing capabilities.

**Emergency Operations Simulation (EOS)** - Emergency operations training for Emergency Operating Center (EOC) personnel, including civil government officials, under conditions of a simulated emergency.

**Emergency Planning Notification** - Notice a facility must make to the Commission, declaring itself to be subject to the emergency planning requirements of Title III. [sec. 302(c) of SARA].

**Emergency Procedures** - See Standard Operating Procedures.

**Emergency Public Information** - Information disseminated primarily in anticipation of an emergency, or at the actual time of an emergency; in addition to providing information as such, frequently directs actions, instructs, and transmits direct orders. Includes rumor-control processes. During an emergency it is essential that the community have the capability to disseminate, in a timely manner, official emergency public information. An effective public information program is instrumental in saving lives and limiting the loss of property. A Public Information Official (PIO) must be appointed to provide a single source of information to the media. Information thus will be non-conflicting, and key officials will be free to concentrate on the response. The PIO must have the capability to fully utilize the media to provide fast, accurate, official information and instructions to the public. A center should be designated where press conferences will be given

and news releases issued. This will be the only source of information for the media, so that key emergency operating facilities and activities will not be disrupted by media attempts to gain access. (See PIAT and JPIC)

**Emergency Response** - The response to any occurrence which results, or is likely to result, in a release of a hazardous substance due to an unforeseen event.

**Emergency Response Guidebook (ERG)** - published and distributed by DOT for response personnel's initial use on-scene at HazMat events. Latest issue is dated "1999." Earlier editions should be discarded.

**Emergency Response Plan** - Comprehensive emergency response plan developed by the Committee (local), in compliance with Title III (sec. 303), for submission to SERC; outlines procedures for chemical emergency planning and response.

**Emergency Response Team** - FEMA group, composed of a headquarters element and a regional element that is deployed by the Director, FEMA, to the scene of an extraordinary situation to coordinate the overall Federal response. Also used by EPA (see "ERT").

**Emergency Worker** - Workers employed during an emergency to work specifically in disaster roles such as debris removal, engineering services, dike construction, water removal, etc. Also any person engaged in operations required to minimize the effects of a fixed nuclear facility emergency.

**Environment** - Water, air, and land, and the interrelationship which exists among and between them and all living things.

**Environmental Response Team (ERT)** - a group of highly-trained EPA scientists and engineers based in Edison, NJ and Cincinnati, OH. Capabilities include multimedia sampling and analysis, hazard evaluation, environmental assessment, cleanup techniques and overall technical support to OSCs.

**EPA** - U.S. Environmental Protection Agency; primary CERCLA agency; chair of NRT. Title III Hotline (800) 535-0202; in Washington, D.C. (202) 479-2449, 8:30 a.m. - 4:30 p.m. Monday - Friday. (Also known as CEPP Hotline.)

**Evacuation** - A population protection strategy involving orderly movement of people away from an actual or potential hazard, and providing reception centers for those without their own resources for temporary relocation.

**Evacuee** - That individual which is moved to an area of less risk.

**Exercise** - Maneuver or simulated emergency condition involving planning, preparation, and execution; carried out for the purpose of testing, evaluating, planning, developing, training, and/or demonstrating emergency management systems and individual components and capabilities, to identify areas of strength and weakness for improvement of emergency plan (EOP).

**Exercise Scenario** - Background detail (domestic, international, political, military, etc.) against which an exercise is conducted.

**Expedient Fallout Shelter** - Home shelter including basements that can be improved by occupants; and/or outdoor above or below ground hasty construction.

**Explosive** - A chemical that causes a sudden, almost instantaneous release of pressure, gas, and heat when subjected to sudden shock, pressure, or high temperature.

**Exposure/Exposed** - When an employee is subjected to a hazardous chemical in the course of employment through any route of entry (inhalation, ingestion, skin contact or absorption, etc.), and includes potential (e.g., accidental or possible) exposure.

**Extremely Hazardous Substance** - EPA list of 300-plus substances named in Appendix D of 40 CFR Part 300, as described in SARA section 302(a)(2). Section 302, 303 and 304 of CERCLA apply to these substances. Length of list may be altered by EPA review process.

**Facility** - As defined by section 101 of CERCLA, means any building, structure, installation, equipment pipe or pipeline (including any pipe into a sewer or publicly-owned treatment works), well, pit, pond, lagoon, impoundment, ditch, landfill, storage container, motor vehicle, rolling stock, or aircraft, or any site or area where a hazardous substance has been deposited, stored, disposed of, or placed, or otherwise come to be located; but does not include any consumer product in consumer use or any vessel. For the purpose of the emergency release notification, the term includes motor vehicles, rolling stock, and aircraft.

**Fallout Shelter** - A habitable structure, facility or space used to protect occupants from radioactive fallout. Criteria includes a protection factor (PF) of 40 or greater, a minimum of 10 cubic feet of fresh air per minute per person. In unventilated underground space, 500 cubic feet of space per occupant is required.

**Federal Emergency Management Agency (FEMA)** - A federal agency tasked with national emergency preparedness and disaster response. Responsibilities include assistance in all aspects of community planning, preparedness and response to the full range of likely disasters and emergencies, including recommendation for a Presidentially declared disaster area and administration of disaster funds. Provides a range of expertise and administrative skills in community preparedness planning via state emergency offices. It also deals in flood insurance, temporary emergency housing, training of state and local emergency response personnel and funding of preparedness projects and functions.

**Federally Permitted Release** - Releases in compliance with a permit issued under the Federal Water Pollution Control Act, Clean Air Act, Safe Drinking Water Act, and Solid Waste Disposal Act.

**FIFRA** - The Federal Insecticide, Fungicide, and Rodenticide Act: which governs EPA's regulation of pesticides; often called a "balancing" statute because it requires the Agency to weigh the risks of pesticides against their economic and social benefits when making regulatory decisions. Under FIFRA, all pesticides intended for use in the United States must be registered (licensed) by EPA to ensure that they do not cause "unreasonable adverse effects on the environment." In the context of FIFRA, unreasonable adverse effects are defined to mean: "any unreasonable risk to man or the environment, taking into account the economic, social, and environmental costs and benefits of the use of any pesticide."

**Fire Department** - A paid or voluntary professional fire department with jurisdiction over Local Emergency Response; receives reports from facilities under Title III.

**Fixed Nuclear Facility** - Nuclear power plants, reactor fuel fabrication or processing plants, test and research reactors, or any other facility using or producing large quantities of radioactive material.

**Flash Flood Warning** - Means a flash flood is imminent within an area, take immediate action.

**Flash Flood Watch** - Indicates that a flash flood is possible or probable within an area, stay alert.

**Foreseeable Emergency** - Any potential occurrence such as, but not limited to, equipment failure, rupture of containers, or failure of control equipment which could result in an uncontrolled release of a hazardous chemical.

**Full Protective Clothing** - Clothing that will prevent gases, vapors, liquids, and solids from coming in contact with the skin. Full protective clothing includes the helmet, self-contained breathing apparatus, coat and pants customarily worn by firefighters (turn-out or bunker coat and pants), rubber boots, gloves, bands around legs, arms and waist, and face mask, as well as covering for neck, ears, and other parts of the head not protected by the helmet, breathing apparatus, or face mask.

**FWPCA** - Federal Water Pollution Control Act.

**General Statute (G.S.)** - The specific form of state law, codified and recorded for reference.

**HACS** - Hazard Assessment Communication System (USCG): part of CHRIS Manuals (op cit.).

**Hazard** - Any situation that has the potential for causing damage to life, property, and the environment.

**Hazard Analysis** - A process used by emergency managers to identify and analyze crisis potential and consequences.

**Hazard Class** - A group of materials, as designated by the Department of Transportation, that share a common major hazardous property, i.e., radioactivity, flammability.

**Hazard Communication Standard** - The OSHA Standard cited in 29 CFR 1910.1200; requires communication of risks, from hazardous substances, to workers in regulated facilities.

**Hazard Identification** - The Hazard Identification is part of FEMA's CPG 1-35, of the "Capability and Hazard Identification Program" (CHIP, op. cit.) information system, which is completed (and updated annually) by State and local emergency management organizations. The Hazard Identification provides a structured approach for identifying those hazards judged by local officials to pose a significant threat to their jurisdiction.

**Hazard/Risk Area** - Areas designated by the Federal Government that are considered relatively more likely to experience the direct weapons effects of a nuclear attack.

**Hazard Warning** - Any words, pictures, symbols, or combination thereof appearing on a label or other appropriate form of warning which convey the hazard(s) of the chemical(s) in the container(s).

**Hazardous Chemicals** - All chemicals which constitute a physical hazard or a health hazard as defined by 29 CFR 1910.1200(c), with the exception listed in sec. 311(e). Any chemical which is a physical hazard or a health hazard.

**HazMat, Hazardous Materials** - any substance or material in a particular form or quantity which the Secretary of Transportation finds may pose an unreasonable risk to health, safety, and property. Substances so designated may include explosive, radioactive materials, etiologic agents, flammable liquids or solids, combustible liquids or solids, poisons, oxidizing or corrosive materials, and flammable gases. Defined via rulemaking process, under authority of PL 93-633.

**Hazardous Materials Incident (Stationary)** - Uncontrolled, unlicensed release of hazardous materials from a fixed site.

**Hazardous Materials Response Team** - A team of specially trained personnel who respond to a hazardous materials incident. The team performs various response actions including assessment, fire fighting, rescue, and containment; not responsible for cleanup operations following incident.

**Hazardous Materials Transportation Incident** - Uncontrolled, unlicensed release of hazardous materials during transport outside a fixed-site operation.

**Hazardous Substances** - Defined under two distinct statutes: the Clean Water Act (33 USC 1251 et seq.) and the Comprehensive Environmental Response, Compensation, and Liability Act (Superfund) (42 USC 9601 et seq.). Focus of the Clean Water Act is on prevention of spills [of materials identified as hazardous substances] into the navigable waters of the United States. Initial regulations promulgated by DOT include approximately 300 specific chemicals identified by EPA under Section 311 of the Clean Water Act as posing a threat to waterways when spilled. Many of these chemicals had already been regulated in transportation because of hazards unrelated to their pollution potential. As defined by section 101(14) of CERCLA, means: (1) Any substance designated via the Federal Water Pollution Control Act; (2) Any element, compound, mixture, solution, or substance designated pursuant to CERCLA; (3) Any hazardous waste having the characteristics identified under or listed pursuant to the Solid Waste Disposal Act [but not including any waste the regulation of which under the Solid Waste Disposal Act has been suspended by Act of Congress]; (4) Any toxic pollutant listed under section 307(a) of the Federal Water Pollution Control Act; (5) Any hazardous air pollutant listed under section 112 of the Clean Air Act; and, (6) Any imminently hazardous chemical substance or mixture with respect to which the Administrator has taken action pursuant to section 7 of the Toxic Substances Control Act. The term does not include petroleum, including crude oil or any fraction thereof that is not otherwise specifically listed or designated as a hazardous substance, and the term does not include natural gas, natural gas liquids, liquefied natural gas, or synthetic gas usable for fuel (or mixtures of natural gas and such synthetic gas).

**Hazardous Wastes** - Discarded materials that EPA regulates under authority of the Resource Conservation and Recovery Act (RCRA) (42 USC 6901 et. seq.) because of public health and safety concerns. Under RCRA, a hazardous waste is fully regulated from “cradle to grave”—that is, from its time of creation until properly discarded.

**Health Hazard** - Chemical for which there is statistically significant evidence (based on at least one study conducted in accordance with established scientific principles) that acute or chronic health effects may occur in an exposed human population. The term “health hazard” includes chemicals which are carcinogens, toxic or highly toxic agents, reproductive toxins, irritants, corrosives, sensitizers, hepatotoxins, nephrotoxins, neurotoxins, agents which act on the hematopoietic system and agents which damage the lungs, skin, eyes, or mucous membranes.

**HIT** - Hazard Information Transmission program provides digital transmission of CHEMTREC emergency chemical report to first responders at the scene of a hazardous materials incident. Advises responder on hazards of the materials, level of protective clothing required, mitigating action and first aid of victims. Reports are sent [in emergency situations only] to organizations that have pre-registered with HIT, by writing: Manager, CHEMTREC/CHEMNET, 2501 M Street, N.W., Washington, DC 20037.

**HMCP** - HazMat Contingency Planning Course: designed by FEMA, EPA, and DOT, for SERC and LEPC briefing. Delivered at local level by “Qualified Instructor” cadre trained at EMI campus of FEMA.

**HMIX** - Hazardous Materials Information Exchange, a national data repository and “bulletin board” for all states’ use regarding planning, available training courses, regional activities and events and recent legislation or regulatory updates. It is available to any communications-capable personal computer by dialing directly to (312) 972-3275; or FTS 972-3275.

**Host Area Allocation** - The process of designating rural, non-risk counties as hosting areas for a specific risk area.

**Host/Reception Area** - A specified area relatively unlikely to experience direct weapons effects from a nuclear attack and designated for reception and care of risk area evacuees.

**Hot Zone** - The total exclusion area around the hazardous material incident; size of the “hot zone” will vary depending on the material involved. No entry is allowed except by personnel wearing special protective clothing.

**Hurricane** - Pronounced rotary circulation, constant wind speed of 74 miles per hour (64 knots) or more.

**ICS** - Incident Command System: combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure with responsibility for management of assigned resources to effectively direct and control the response to an incident. Intended to expand as situation requires larger resource, without requiring new, reorganized command structure.

**IDLH** - Immediately Dangerous to Life and Health

**In-Place Sheltering** - Directing of personnel to remain in a building or seek shelter in a building or structure, in lieu of evacuation, for protection from a life safety threat, i.e. vapor cloud or explosion. In-place sheltering is defined as “the indoors sheltering of people to prevent external contact or inhalation of harmful chemicals”. All air circulating devices should be shut off and windows and doors closed. It is anticipated in-place sheltering will last a short time, no more than a few hours.

**Integrated Emergency Management System (IEMS)** - A system which allows improved capability by all levels of government to mitigate, prepare for, respond to, and recover from all disasters or emergencies. IEMS utilizes a strategy for implementing emergency management activities which builds upon those functions which are common to preparedness for any type of occurrence; and which provides for special requirements of individual emergency situations. Seeks function-based plan annexes which can be adapted to varied hazard events.

**Inventory Form** - The Tier I or Tier II Emergency and Hazardous Chemical Inventory Form included in Subpart D of 40 CFR Part 370.

**Inventory Release Form** - for annual release reporting, as specified by Title III legislation (Sec. 313, SARA).

**Irritant** - A chemical, which is not corrosive, but which causes a reversible inflammatory effect on living tissue by chemical action at the site of contact. A chemical is a skin irritant if, when tested on the intact skin of albino rabbits by the methods of 16 CFR 1500.41 for four hours exposure or by other appropriate techniques, it results in an empirical score of five or more.

**Joint Information Center (JIC)** - A center established near the scene of a disaster or emergency for issuing emergency information. It provides a central location for the joint issuance of accurate information to news media representatives by all levels of government and private industry. This center should be a large room with limited access, close to the scene, where the media can receive information and be provided with work space. A JIC is established for written and verbal news releases to the media. The Joint Information Center provides a central location where news media representatives can receive accurate current information concerning the incident. (See PIAT)

**LEPC** - Local Emergency Planning Committee. (See “Committee.”)

**Liability** - An obligation to do or refrain from doing something; a duty which eventually must be performed; an obligation to pay money; also used to refer to one’s responsibility for his conduct.

**Liable** - To be responsible for; to be obligated in law. (See liability).

**Local Government** - Political subdivision of the State.

**Material Safety Data Sheet (MSDS)** - Compilation of the health, flammability, and reactivity hazards of a chemical. It is a legal document, required by the OSHA 1910.1200(g) Hazard Communication Standard (Title 29 CFR). Required by SARA to be submitted to LEPC, SERC and local fire department by chemical manufacturer or importer. Each MSDS contains information about safe handling of a hazardous chemical in the workplace, and will contain recommended exposure limits, by such organizations as the American Conference of Governmental Industrial Hygienists (ACGIH).

**Mitigation** - Is an activity that actually eliminates or reduces the probability of a disaster occurrence, or reduces the effects of a disaster. Mitigation includes such actions as, zoning and land use management, safety and building codes, flood proofing of buildings, and public education.

**Mutagen** - A material that creates a change in the genetic structure, and which is potentially capable of being transmitted to the offspring.

**Mutual Aid Agreements** - Formal or informal understanding between jurisdictions that pledge exchange of emergency or disaster assistance.

**National Contingency Plan (NCP)** - Term referring to the National Oil and Hazardous Substances Pollution Contingency Plan. Regulations prepared by the Environmental Protection Agency implement the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) and the response systems of the Clean Water Act (sec. 311); refer to 40 CFR Part 300. It establishes three organizational levels: the National Response Team (NRT), Regional Response Teams (RRTs) and On-Scene Coordinators (OSCs), and can be implemented using two sources of federal response funding. One fund enables the OSC to conduct oil spill activities, the other is used for chemical releases. The NRT's membership consists of 14 federal agencies with interests and expertise in various aspects of emergency response to pollution incidents. The Environmental Protection Agency (EPA) serves as chairman and the Coast Guard serves as vice chairman of the NRT. The NRT is primarily a national planning, policy and coordinating body and does not respond directly to incidents. The NRT provides policy guidance prior to an incident and assistance as requested by an OSC via an RRT during an incident. NRT assistance usually takes the form of technical advice, access to additional resources/equipment or coordination with other RRTs. (See RRT and OSC, op. cit.)

**National Emergency Training Center (NETC)** - FEMA's campus in Emmitsburg, Maryland, composed of the National Fire Academy (NFA) and the Emergency Management Institute (EMI). NFA deals directly and specifically with firefighting professionals, including hazardous materials training. For the rest of emergency personnel, EMI develops, monitors and delivers training regarding all categories of emergency and disaster threats to communities, including hazmat.

**National Facility Survey** - A Federal Program established to offer the population the maximum protection against nuclear radiation within surveyed buildings/structures. These surveys include buildings/structures that offer blast protection and buildings/structures capable of being upgraded to an acceptable fallout protection factor. A listing of these buildings/structures is compiled and forwarded to both local and state government.

**National Facility Survey Category** - A numerical classification assigned as a result of an on-site physical survey of buildings/structures denoting the protection factor (PF) afforded by their construction to nuclear radiation. Category 0 equated to a PF of 10-19, Category 1 equated to a PF of 20-39, Category 2-3 equates to a PF of 40-99, and Category 4 equates to a PF of 100 and greater.

**National Fire Academy (NFA)** - A component of FEMA's National Emergency Training Center located in Emmitsburg, Maryland; provides fire prevention and control training for the fire services and allied services. Courses are offered in technical, management, and prevention subject areas. A growing off-campus course delivery system is operated in conjunction with State fire training program offices.

**National Response Center (NRC)** - Established under the Clean Water Act and CERCLA, and operated by the U.S. Coast Guard. The NRC receives and relays notices of discharges or releases, disseminates reports when appropriate, and provides facilities for use in coordinating a national response action when required. For release reporting call 24 hours a day (800) 424-8802; in Washington, D.C. call (202) 426-2675.

**National Response Team (NRT)** - Organization of representatives from 14 federal agencies with responsibility for national planning and coordination (interagency and inter-jurisdictional) of CERCLA objectives.

**NOAA** - National Oceanic and Atmospheric Administration: central agency in development of CAMEO computer system for HazMat response and planning use, especially air-plume and surface-slick dispersion modeling. Functions under the Department of Commerce. Provides Scientific Support Coordinators (SSCs) in coastal and marine areas. SSCs serve as members of the OSC's staff, as scientific and technical advisors. Their capabilities include contingency planning, surface/subsurface trajectory forecasting, resource risk analysis, technical hazard data assessment and general communications. The SSC serves as principal point-of-contact for members of the scientific community.

**National Warning System (NAWAS)** - The Federal Warning System, used to disseminate warnings of imminent natural disaster or enemy attack into a Regional Warning System which passes it to the State Warning Points for action.

**National Weather Service (NWS)** - A Federal Agency tasked with forecasting weather and providing appropriate warning of imminent natural disaster such as hurricane, tornados, tropical storms, etc.

**NFPA** - National Fire Protection Association.

**NRT-1** - Emergency Planning Guide issued by NRT, dated March 1987; fulfills Congressional requirement for unified Federal guidance document for HazMat emergency planning. Product of numerous inputs from State and local government, industry, emergency planners, environmental groups, and the public. Known to some as the "orange book," and is a key, central document for LEPC/SERC guidance.

**NRT-1A** - "Criteria for Review of Hazardous Materials Emergency Plans", issued by NRT in May 1988, to assist communities in assessing the effectiveness of their plans. Derived in part from FEMA documents such as CPG 1-8, 1-8a and NRT-1.

**NSF** - The Coast Guard's National Strike Force (NSF), composed of two strategically-located strike teams which are extensively trained and equipped to assist OSCs in responding to major oil spills and chemical releases. Their capabilities are especially suited to incidents in a marine environment but also include site-assessment, safety, action plan development and documentation for both inland and coastal zone incidents.

**On-Scene** - Total area that may be impacted by the effects of an extraordinary situation. The on-scene area is divided into mutually-exclusive on-site and off-site areas. Area boundaries may be circular or irregular in shape and will be established by the State or Coordinating Federal Agency, depending on the situation.

**On-Scene Commander** - Official who directly commands and allocates local resources and supervises all local operations at the scene.

**OSC** - On-Scene Coordinator, the Federal official predesignated by EPA or USCG to coordinate and direct Federal responses and removals under the NCP; or the DOD official designated to coordinate and direct the removal actions from releases of hazardous substances, pollutants, or contaminants from

DOD vessels and facilities. The OSC makes a preliminary assessment of the need for a Federal response. If required, the OSC will go to the scene. If the responsible party is unknown or not taking appropriate action, and the response is beyond the capability of State and local governments, the OSC may initiate Federal actions, using funding from the FWPCA Pollution Fund for oil discharges and the CERCLA Trust Fund (Superfund) for hazardous substance releases.

**OSHA** - Occupational Safety and Health Administration, responsible for workplace safety regulation, including HazMat responders training standards.

**Pesticide Safety Team Network** - Consists of approximately 40 emergency teams located throughout the country; operated by the National Agricultural Chemical Association. CHEMTREC serves as communications link for this program.

**Physical Hazard** - Chemical for which there is scientifically valid evidence that it is a combustible liquid, a flammable gas, explosive, flammable, an organic peroxide, an oxidizer, pyrophoric, unstable reactive, or water reactive.

**PIAT** - Public Information Assist Team. A highly-skilled Coast Guard unit of public affairs specialists prepared to complement existing public information capabilities of the OSC to address appropriate issues during a cleanup. PIAT concentrates on maintaining a flow of timely and factual information from the OSC to the public, through frequent and direct contact with the news media.

**Population Protection Plan (PPP)** - Plans which provide Population protection from nuclear threat or enemy attack. This protection can be in place shelters, orderly relocations, and provisions for feeding.

**PL** - Public Law, citation referring to the session of Congress enacting the law followed by a number indicating the order of that Congress' laws in which it took effect.

**Placard [UN/NA]** - Required on all four sides of all transport vessels, displaying UN class code and four-digit identification number for contained hazardous material, within an 11-inch diamond.

**Plan of Instruction** - Outline of a particular training activity (course, workshop, seminar, conference), stating behavioral (POI) objectives, units of instruction, cross-reference to an instructor guide and student manual, and establishing agenda for the training activity; establishes a method of instruction to assure consistent quality.

**Process** - Preparation of a toxic chemical after its manufacture, for distribution in commerce: 1) in the same form or physical state as, or in a different form or physical state from that in which it was received by the person preparing the chemical; or 2) as part of an article containing the toxic chemical.

**Protection Factor** - Theoretical values defining the ratio of exposure rates from Gamma Radiation Fallout expected in protected locations contrasted with exposure rates expected with the same radiation in unprotected locations. Protection Factor values are determined from building design, building materials, and location of shelter space within the building. Protection Factor values are only used for planning.

**PRP** - Potentially Responsible Party: party most likely responsible for a pollution incident; has the liability for its proper cleanup and disposal and should initiate appropriate actions. State and local governments have the immediate responsibility for resolving threats to public health and safety. When appropriate action is being taken by the responsible party and/or the state or local government, the federal government may only monitor the situation. When the responsible party is unknown, unwilling or unable to respond properly, and an incident exceeds the capabilities of

state and local governments, the activation of federal response resources may be appropriate. The relationships among various on-scene authorities are best addressed through preplanning.

**Public Information Officer (PIO)** - On-scene official responsible for preparing and coordinating the dissemination of public information in cooperation with other responding Federal, State, and local government agencies.

**RCRA** - Resource Conservation and Recovery Act (of 1976): established a framework for proper management and disposal of all wastes; directed EPA to identify hazardous wastes, both generically and by listing specific wastes and industrial process waste streams. Generators and transporters are required to use good management practices and to track the movement of wastes with a manifest system. Owners and operators of treatment, storage, and disposal facilities also must comply with standards.

**Reasonable Man [Person]** - A hypothetical person who exercises “those qualities of attention, knowledge, intelligence and judgment which society requires of its members for the protection of their own interest and the interests of others.” Thus, the test of negligence is based on a failure to do “something which a reasonable man, guided by those considerations which ordinarily regulate the conduct of human affairs, would do, or (the doing of) something which a reasonable and prudent person would not do.” The phrase does not apply to a person’s ability to reason, but rather the prudence with which he acts under the circumstances. Similar phrases include: “reasonably prudent person,” “ordinarily prudent man,” etc.

**Reception Center** - A center established to register evacuees and to assess their needs. If an evacuation is ordered, suitable facilities to be used as reception centers must be designated. The centers will be used to register evacuees for emergency shelter or, if temporary shelter is not required because evacuees will stay elsewhere, to ascertain where they can be contacted. Persons requiring temporary shelter will be directed to a shelter location. (NOTE: Reception and shelter facilities may be at the same location.)

**Recovery** - Activity involves assistance to return the community to normal or near-normal conditions. Short-term recovery returns vital life-support systems to minimum operating standards. Long-term recovery may continue for a number of years after a disaster and seeks to return life to normal or improved levels. Recovery activities include, temporary housing, loans or grants, disaster unemployment insurance, reconstruction, and counseling programs.

**Regional Response Team** - Established under CERCLA and operated under the National Response Team, chaired by EPA and co-chaired by Coast Guard; composed of representatives of Federal agencies and a representative from each State in the Federal region. During a response to a major hazardous materials incident, the OSC may request that the RRT be convened to provide advice or recommendations. May be convened by the chairman when a hazardous materials discharge or release exceeds the response capability available to the OSC in the place where it occurs; crosses regional boundaries; or may pose a substantial threat to the public health, welfare, or environment, or to regionally significant amounts of property. RRTs may review plans developed in compliance with Title III, if the local emergency planning committee so requests. RRTs receive direction from the National Response Team; RRT membership parallels National Response Team membership. Responds to emergency situations at the direction of EPA/USCG on-scene coordinators.

**Release** - Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment (including the abandonment or discarding of barrels, containers, and other closed receptacles) of any Hazardous Chemical, Extremely Hazardous Substance, or CERCLA Hazardous Substance which enters the environment.

**Reportable Quantity (RQ)** - The reportable quantity established in Table 302.4 of 40 CFR 302 for any CERCLA Hazardous Substance, which requires release reporting; has the same meaning for any Extremely Hazardous Substance listed in 40 CFR 300 Appendix D; the amounts of hazardous

substances that must be reported under CERCLA if accidentally released. Reportable quantities are established in a different way than threshold planning quantities. EPA has adopted five levels (1, 10, 100, 1000, and 5000 pounds) originally established pursuant to section 311 of the Clean Water Act. When the EPA adjusts a reportable quantity set by law, the adjustment is based on an evaluation of the intrinsic properties, called primary criteria, of aquatic toxicity, mammalian toxicity, ignitability/reactivity, and chronic toxicity.

**Response** - Activities occur immediately before, during, and directly after an emergency or disaster. They involve lifesaving actions such as, the activation of warning systems, manning the EOCs, implementation of shelter or evacuation plans, and search and rescue.

**Responsible Party** - Someone who can provide additional information on the hazardous chemical and appropriate emergency procedures, if necessary. See PRP.

**RIA** - Regulatory Impact Analysis.

**Risk** - The probability that damage to life, property, and the environment will occur.

**Risk Analysis** - Assesses probability of damage (or injury) due to hazardous materials release and actual damage (or injury) that might occur, in light of the hazard analysis and vulnerability analysis. Some planners may choose to analyze worst-case scenarios. Use the Chemical Profiles in the CEPP technical guidance or a similar guide to obtain information.

**Risk Area** - An area considered likely to be affected by a release of a toxic chemical. Risk areas are based on recommended isolation distances (i.e., one-half mile radius in all direction and one mile downwind), identifiable land features (streets, addresses, rivers, etc.) and predominate wind directions.

**Risk Assessment** - Broadly defined as the scientific activity of evaluating the toxic properties of a chemical and the conditions of human exposure to it, with the objective of determining the probability that exposed humans will be adversely affected. Its four main components are: Hazard Identification - Does the agent cause the effect?; Dose-Response Assessment - What is the relationship between the dose and its incidence in human beings?; Exposure Assessment - What exposures are experienced or anticipated and under what conditions?; Risk Characterization - The combined analysis producing an estimate of the incidence of the adverse effect in a given population.

**Risk Communication** - Government/public exchange of information about risk, via talking and listening to the public on three essential factors pertaining to risk: (1) environmental and health risks arising in a given situation; (2) the specific decision(s) under consideration in the situation; and (3) the reasons for a proposed or final course of action. These factors are central to all risk communications, whether they involve national policy-making or the specific risks at a particular Superfund site.

**Risk Management** - As the term is used by EPA and other regulatory agencies, refers to a decision-making process which involves such considerations as risk assessment, technological feasibility, economic information about costs and benefits, statutory requirements, public concerns, and other factors.

**Rumor Control Center** - A center established to provide a contact point for the public to call for additional information. The center is located adjacent to the JPIC.

**SARA** - Superfund Amendments and Reauthorization Act of 1986 (PL99-499). Extends and revises Superfund authority (in Title I & II). Title III of SARA includes detailed provisions for community planning and Right-To-Know systems.

**Section 305(a)** - Part of SARA which designates FEMA as responsible for administering a training grant program providing \$5 million each year (1987-90) to enhance hazmat training.

**Section 305(b)** - Part of SARA mandating the EPA to report to Congress in 1988 on the status of alert and notification.

**Sensitizer** - Chemical that causes a substantial proportion of exposed people or animals to develop an allergic reaction in normal tissue after repeated exposure to the chemical.

**SERC** - State Emergency Response Commission, designated by the Governor, responsible for establishing hazmat planning districts and appointing/overseeing Local Emergency Planning Committees.

**Shelter** - A facility to house, feed, and care for persons evacuated from a risk area for periods of one or more days. For the risk areas the primary shelter and the reception center are usually located in the same facility.

**Shelter Manager** - An individual who provides for internal organization, administration, and operation of a shelter facility.

**SIC Code** - Standard Industrial Classification Code; SIC codes 20 through 39 include all manufacturing facilities (and which are subject to sec. 313 annual reporting requirements).

**Special Care Shelters** – A Shelter designated for persons with special need to include the need for medical care or personal care during sheltering due to physical or mental impairment.

**Staging Area** - A pre-selected location having large parking areas such as a major shopping area, schools, etc. The area is a base for the assembly of persons to be moved by public transportation to host jurisdictions and a debarking area for returning evacuees. Several of these areas should be designated to each evacuating jurisdiction.

**Standard Operating Procedures (SOPs)** - Set of instructions having the force of a directive, covering features of operations which lend themselves to a definite or standardized procedure without loss of effectiveness, and implemented without a specific direct order from higher authority.

**State Emergency Operations Plan** - Plan designated specifically for state level response to emergencies or major disasters; which sets forth actions to be taken by the State and local governments, including those for implementing Federal disaster assistance. (See EOP, op. cit.)

**State Emergency Response Team (SERT)** - A team of emergency response personnel from the Department of Crime Control and Public Safety who are dispatched to the scene of a disaster in order to evaluate conditions, offer advice, and coordinate all recovery activities.

**State Warning Point (SWP)** - The State Facility (State Highway Patrol Communications Center) that receives warnings and other emergency information over NAWAS and relays this information in accordance with current directives.

**STCC Number** - The Standard Transportation Commodity Code number used in the rail industry; a seven-digit number assigned to a specific article or group of articles and used in the determination of rates; for hazardous materials shipments, the number will begin with the digits “49” indicating reference to Title 49 of the Code of Federal Regulations (which deals with regulation of Hazardous Materials transport).

**Superfund** - Trust fund established under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) and extended under the 1986 Superfund Amendments and Reauthorization Act (SARA) to provide money for cleanups associated with inactive hazardous waste disposal sites. (See CERCLA)

**Superfund Amendments and Reauthorization Act of 1986 (SARA)** - Act (PL99-499) reauthorizing the Comprehensive Environmental Response, Compensation, and Liability Act for another 5 years. Under Title III of SARA, new authorities are established for chemical emergency planning and preparedness, community right-to-know reporting, and toxic chemical release reporting.

**Synergism** - Enhanced combined effect of two or more agents acting in concert; greater than the arithmetic adding of separate, single effects would project.

**Teratogen** - Material that affects the offspring when the developing embryo or fetus is exposed to that material.

**Threshold Planning Quantity (TPQ)** - The amount of an Extremely Hazardous Substance present in a facility at any one time which, when exceeded, subjects the facility to Emergency Planning Notification (sec. 302). Is the “trigger” that determines the applicability of Title III’s emergency planning provisions. TPQ’s have been established by EPA based on an index that accounts for the toxicity of the chemical and its potential to become airborne in an accidental release. Threshold planning quantities are not intended to be predictive of the risk of the substance at the facility. The ranking of dispersion and toxicity was adopted as a method primarily because it produces lower threshold planning quantities for substances that might pose serious problems, and higher thresholds for chemicals that might be toxic but are not likely to be released to the air.

**Threshold Reporting Quantity (TRQ)** - The amount of Hazardous Chemical present in a facility at any one time which, when exceeded, subjects the facility to the Hazardous Chemical Reporting requirements of 40 CFR 370. The threshold reduces over several years to a base value that will be the reporting level thereafter.

**Tier I or Tier II** - Inventory form for reporting Hazardous Chemicals (Sec. 312) and Extremely Hazardous Substances (Sec. 302). Tier II describes more detailed chemical quantity and location(s) within the facility.

**Title III (of SARA)** - The “Emergency Planning and Community Right-to Know Act of 1986.” Specifies requirements for organizing the planning process at the State and local levels for specified extremely hazardous substances; minimum plan content; requirements for fixed facility owners and operators to inform officials about extremely hazardous substances present at the facilities; and mechanisms for making information about extremely hazardous substances available to citizens. (42 USC annot., sec. 1101, et. seq.-1986)

**TLV** - Threshold Limit Value

**Totally Encapsulated Suits** - Special protective suits made of material that prevents toxic or corrosive substances or vapors from coming in contact with the body.

**Toxic Chemical** - A substance so listed in the latest version of the Federal Register; determined to be of potential danger to human health/life by EPA in conjunction with HHS. (ref. sec. 313-c).

**Toxic Materials** - Substances that can be poisonous if inhaled, swallowed, or absorbed into the body through cuts or breaks in the skin.

**Trade Secret** - Any confidential formula, pattern, process, device, information or compilation of information that is used in an employer’s business, and that gives the employer an opportunity to obtain an advantage over competitors who do not know or use it.

**Traffic Control Points** - Places along evacuation routes that are manned to direct and control movement to and from the area being evacuated.

- Tropical Depression** - Rotary circulation at surface, highest constant wind 38 miles per hour (33 knots)
- Tropical Disturbance** - A moving area of thunderstorms in the Tropics that maintains its identity for 24-hours or more
- Tropical Storm** - Distinct rotary circulation, constant wind speed ranges 39-73 miles per hour (34-63 knots).
- Tornadoes** - Spawned by hurricanes sometimes producing severe damage and casualties. If a tornado is reported in your area, a warning will be issued.
- Upgradeable Fallout Shelter** - A non-risk area facility whose structural make-up as determined by engineering survey, is such that additional mass can be added to provide a protection factor sufficient to qualify the facility as a public fallout shelter
- USCG** - U.S. Coast Guard
- Vulnerability** - The susceptibility to life, property, and the environment to damage if a hazard manifests its potential.
- Vulnerability Analysis** - Identifies what is susceptible to damage. Should provide information on: extent of the vulnerable zone; population, in terms of size and types that could be expected to be within the vulnerable zone; private and public property that may be damaged, including essential support systems and transportation corridors; and environment that may be affected, and impact on sensitive natural areas and endangered species. Refer to the CEPP technical guidance or DOT's Emergency Response Guidebook to obtain information on the vulnerable zone for a hazardous materials release. A standard vulnerability analysis has been developed by EPA to assist communities in addressing sec. 303 of Title III.
- Warm Zone** - The contamination control area immediately outside the "hot" zone. The distance between the hot line and the contamination control line should be at least 120 feet depending on the severity of the incident, the materials involved, and the scene characteristics.
- Warning** - The alerting of emergency response personnel and the public to the threat of extraordinary danger and the related effects of natural disasters and acts of civil disturbance or war.
- Warning Point** - A facility that receives warning and other information and disseminates or relays this information in accordance with a prearranged plan.
- Warning Signal** - An audible signal, sounded on public outdoor warning devices.
- Water Reactive** - A chemical that reacts with water to release a gas that is either flammable or presents a health hazard.
- Workers Right-to-Know** - Legislation mandating communicating of chemical information to employees. A regulatory initiative by OSHA, and an antecedent to Community Right to Know

**Basic Plan**  
**ATTACHMENT 7**  
**ACRONYMS AND ABBREVIATIONS**

ARC..... American Red Cross

ARES..... Amateur Radio Emergency Service

CAS ..... Chemical Abstract Service

CCA..... Comprehensive Cooperative Agreement

CCF ..... Congregate Care Facility

CCPS ..... Crime Control & Public Safety (NC Dept. of)

CEM ..... Comprehensive Emergency Management

CERCLA ..... Comprehensive Environmental Response, Compensation, and Liability Act

CFR ..... Code of Federal Regulations

CHEMTREC ..... Chemical Transportation Emergency Center

CHIP..... Capability and Hazard Identification Program

COG ..... Continuity of Government; also Council of Governments

CPCS ..... Common Program Control Station

CPG ..... Civil Preparedness Guide

DAO ..... Damage Assessment Officer

DCI..... Division of Criminal Information (formerly Police Information Network)

DHR ..... Department of Human Resources

DOD ..... Department of Defense

DOE..... Department of Energy

DOJ..... Department of Justice

DOT..... Department of Transportation

DSS..... Department of Social Services

EBS..... Emergency Broadcast System

EENET ..... Emergency Education Network

EHNR ..... Environment, Health, & Natural Resources (formerly NRCDC)

EHS ..... Extremely Hazardous Substances

EM..... Emergency Management

EMA ..... Emergency Management Assistance (Federal program)

## GLOSSARY

EMC ..... Emergency Management Coordinator  
EMD..... Emergency Medical Dispatch  
NCDSS ..... North Carolina Division of Social Services  
NCEM ..... North Carolina Division of Emergency Management  
NCERC..... North Carolina Emergency Response Commission  
NCGS ..... North Carolina General Statutes  
NCNG..... North Carolina National Guard  
NCP ..... National Contingency Plan  
NETC ..... National Emergency Training Center  
NFA ..... National Fire Academy  
NFPA..... National Fire Protection Association  
NFS..... National Facility Survey  
NHFC ..... National Hurricane Forecast Center  
NOAA ..... National Oceanic and Atmospheric Administration  
NRC..... National Response Center; Nuclear Regulatory Commission  
NRF-----National Response Framework  
NRT ..... National Response Team  
NUDET ..... Nuclear Detonation  
NWS ..... National Weather Service  
OIC ..... On-scene Incident Commander; Officer in Charge  
OSC ..... On Scene Coordinator  
OSHA ..... Occupational Safety and Health Act  
PAO ..... Public Affairs Officer  
PF ..... Protection Factor  
PIAT ..... Public Information Assistance Team  
PIO ..... Public Information Officer  
PPP ..... Population Protection Plan  
PRP..... Potentially Responsible Party

GLOSSARY

R ..... Roentgen

RADEF ..... Radiological Defense

RADPRO ..... Radiation Protection

RCRA ..... Resource Conservation and Recovery Act

RIA ..... Regulatory Impact Analysis

RO ..... Radiological Officer

RQ ..... Reportable Quantity

RRT ..... Regional Response Team

SAR ..... Search and Rescue

SARA ..... Superfund Amendments and Reauthorization Act

SBI ..... State Bureau of Investigation

SERC ..... State Emergency Response Commission (See NCERC also)

SERT ..... State Emergency Response Team

SOP ..... Standard Operating Procedure

SSC ..... Scientific Support Coordinator

STCC ..... Standard Transportation Commodity Code

SWP ..... State Warning Point

TLV ..... Threshold Limit Value

TPQ ..... Threshold Planning Quantity

TRQ ..... Threshold Reporting Quantity

USCG ..... United States Coast Guard

WERS ..... Weapons Effect Reporting Station

**BASIC PLAN**  
**Appendix 1**  
**HAZARDOUS MATERIAL**

**I. PURPOSE**

This appendix provides additional information to the basic plan for response to hazardous material emergencies and to meet the jurisdiction's responsibilities pursuant to the Emergency Planning and Community Right-to-Know Act of 1986 (Title III), Superfund Amendments and Reauthorization Act of 1986 (SARA).

**II. SITUATION AND ASSUMPTIONS**

A. Situation

1. The specific facilities involved with hazardous materials subject to the emergency planning requirements of Section 302 of SARA, Title III are listed in Appendix 1 to this Attachment.
2. The threat of a major disaster involving hazardous materials has escalated due to the increase in everyday use and transportation of chemicals by the various segments of our population.
3. The results of a hazardous material incident could include the death or serious injury of persons exposed to the material, the spread of contaminants in varying degree throughout the County, and the destruction of property from fire, explosion, and exposure.
4. Evacuation, a protective measure, could isolate evacuees from their homes for an indefinite period of time. Shelter-in-place (in-place-protection) another protective measure could isolate citizens in their homes for an indefinite period of time.
5. Victims of hazardous material incidents may require unique or special medical care not typically required in other types of emergencies.
6. The release of hazardous materials may have short and/or long term health and environmental effects depending upon the chemical composition of the substance.
7. A hazardous material incident may affect several hundreds of people within the jurisdiction, without warning.
8. A hazardous material incident may require the public to shelter-in-place and or to evacuate depending upon conditions at the time of the emergency.

B. Assumptions

This plan can be effective if the following assumptions prove true:

1. Most, but not all, people affected by a hazardous material incident will follow instructions and shelter-in-place or relocate to designated shelters.

2. Public notification/warning and evacuation, if required, will be in accordance with the procedures described in the Notification and Warning Annex (Common Function 3) and the Evacuation and Transportation Annex (Common Function 11) of this plan.
3. The local jurisdiction must respond to the incident in the initial phase without assistance from outside the jurisdiction. It is assumed that emergency response agencies will be trained at the ops level, will take appropriate actions to prevent or minimize the spread of the material, provide early first aid as necessary, and manage the incident SCENE with emphasis toward safety of the public and responding personnel.
4. Planning and training prior to an incident will significantly reduce the risk to personnel.
5. The hazardous material involved in an incident can be identified within a reasonable period of time by the seven clues used to detect the possible presence of hazmat owner of the facility or the vehicle, by the shipping documents, by the properties of the material itself, or by information provided pursuant to SARA, Title III or the North Carolina Right-to-Know Act.
6. A facility involved in a hazardous material incident will provide all information required by SARA, Title III, Section 304 on a timely basis.
7. Emergency response personnel are knowledgeable in the use of available resources.
8. The North American Emergency Response Guidebook (DOT P 5800.4), alone or in combination with other information sources, is used as a guide for initial protective action at incidents involving hazardous materials.

### **III. CONCEPT OF OPERATION**

- A. There are two types of incidents involving hazardous materials; (1) incidents at fixed facilities and (2) transportation incidents which could effect any or all medias of the environment, ground, air or subsurface.
- B. The level of response required for an incident is determined by:
  1. The quantity and the toxic effects of the material involved in the release;
  2. The population and/or property threatened;
  3. The type and availability of protective equipment required for the released material, and;
  4. The probable consequences should no immediate action be taken.
- C. Depending upon the threat posed by the incident, protective measures initiated for the safety of the public could include in-place shelter, evacuation, and isolation of the contaminated environment.

- D. Response procedures for each level of incident will be according to local policies and procedures in compliance with worker safety standards.
- E. This plan recognizes that a hazardous material incident can change with time, and necessitates escalating the response to a higher level, or down-grading the response to lower levels as the situation is controlled.
- F. When responding to an incident where hazardous materials are known to be stored, the responders will assume the involvement of the most toxic substance at that location, until otherwise informed.
- G. A Local Emergency Planning Committee (LEPC) has been established at the jurisdiction level to identify the magnitude of the local hazard, assess the vulnerability of the community to that hazard, and provide planning guidance for emergency response. Representation on the LEPC is prescribed by the policy of the North Carolina Emergency Response Commission, and those agencies or groups that have an interest in hazardous materials may have a representative on the committee. A point of contact, the Facility Emergency Coordinator, will be identified at each covered facility as defined by SARA, Title III, Section 302. This Facility Emergency Coordinator will provide the necessary emergency response information on the facility to the planning committee.
- H. Notification of a release of a hazardous material may be provided by anyone who recognizes that a release has occurred. The telephone will be the primary means of alerting for any hazardous material incident, however, other methods, including two-way radio and alarm systems may be used for initial notification if accepted by the LEPC. See Attachments for recommended procedure.
- I. As necessary, emergency vehicles with effective sound devices (sirens and/or public address systems) will be used as a public alerting system. If a fixed notification system is in place around the facility or emergency area, the vehicles may be used as a backup system. The vehicles will be dispatched within the evacuation area and will stop at each quarter (1/4) mile in populated areas and at each house or group of houses that are more than 1/4 mile apart. The emergency vehicle will notify the public of the situation and recommend protective action. Each route should be run twice, if possible, to ensure receipt of the initial warning by all members of the community. The second run, or back run, will be to confirm alert and notification. Back runs need only stop at houses that are dark at night or where it is apparent that people are not complying with instructions. If necessary, door-to-door alerting will be accomplished during the second run.

#### **IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

- A. General: The head of each agency involved in hazardous materials emergency response is responsible for the safety of its personnel. Training, emergency response procedures, and medical surveillance shall comply with the provisions of the North Carolina Hazardous Waste Operations and Emergency Response Standard (13 NCAC 7C.0101 (a)(26)). Topics addressed shall include but not limited to the dangers of hazardous materials, emergency response techniques, protective measures, protective clothing and equipment, and medical monitoring of personnel. In this regard, the head of each agency is, therefore, responsible for developing, maintaining, and updating training programs and standard operating procedures.
  - 1. Additional resources capabilities may be available from the State Regional Response Team located in Asheville.

B. Jurisdiction Responsibilities:

1. Chairman, County Commissioners: In addition to specific assignments of responsibility identified elsewhere in this plan, the Chairman of the County Commissioners will:
  - a. Nominate a Local Emergency Planning Committee (LEPC) as identified in Title III of the Superfund Amendments and Reauthorization Act of 1986 and in accordance with the policies of the North Carolina Emergency Response Commission (NCERC). The LEPC will be appointed by the NCERC. The LEPC shall consist of representatives as required by federal law and NCERC policy.
  - b. The chairperson will encourage cooperation between the Local Emergency Planning Committee, local government agencies, facilities, and other applicable organizations.
2. County Manager: In addition to specific assignment of responsibility identified in this plan, the County Manager will:
  - a. Ensure, through the Chairperson of the LEPC, that county facilities with hazardous materials are properly identified, are reporting as required, and have appointed a Facility Emergency Coordinator to represent them on the LEPC.
  - b. Provide administrative support to the Local Emergency Planning Committee as required.
3. Emergency Management Director: In addition to other duties and responsibilities will:
  - a. Coordinate exercises and tests of the emergency plan in accordance with current requirements and concurrence of the LEPC.
  - b. Support the LEPC in maintaining liaison with facility emergency coordinators to ensure availability of current information concerning hazards and response to an incident.
  - c. Ensure a critique of incident responses to assess and update procedures as needed.
  - d. Serve as the Community Emergency Coordinator as identified in SARA, Title III.
  - e. Serve as liaison for the LEPC in coordinating planning efforts with other political subdivisions for facilities that affect multiple jurisdictions.

**PLANNING NOTE: the ESD is not required to serve as the Community Emergency Coordinator but, the plan must identify by title, the person appointed to this position by the LEPC.**

4. Incident Commander (IC)
  - a. Activate the pre-plan or implement the necessary steps to safeguard human life, property, and the environment in accordance with available guidance.
  - b. Secure the area as required by the situation.
  - c. Identify the material involved without undue risk of exposure.
  - d. Assess the situation and communicate the results to responding agencies, the EOC, and facility representatives.
7. Identify individuals and groups within risk areas who have special needs such as transportation, advanced medical care, and special warning (sight or hearing impaired).
8. Identify individuals and groups within risk areas who have special needs such as transportation, advanced medical care, and special warning (sight or hearing impaired).
9. Ensure that agencies develop and maintain Standard Operating Procedures for hazardous materials response operations.
10. Identify resources needed for response to a hazardous material incident from public and private sources and make recommendations to the county officials about emergency response matters.
11. Ensure an ongoing program for plan implementation, maintenance, training, and exercising.
12. Assure coordination of planning efforts between jurisdictions (municipalities, counties, facilities, etc.) including the development of notification/warning, response, and re-mediation procedures for covered facilities.

E. State Responsibilities

1. The State Emergency Management Plans and Operations staff, in accordance with state statutes, is responsible for support to the local jurisdictions. The State Emergency Response Team (SERT) is available, as required, for assistance in the event of an incident. Most state agencies (especially those with a response role such as Environmental Management, Solid and Hazardous Waste, State Highway Patrol, National Guard, and others) are available to assist local jurisdictions through the State Emergency Response organization.
2. The Area Coordinator has been empowered by the Secretary of Crime Control and Public Safety to act on his behalf as prescribed in G. S. 166A and is responsible for local assistance, when requested, during an incident and will be the single on-scene coordinator of state resources.

- F. Specific Fixed Facility Information.
  - 1. Information about each facility identified under SARA Title III as having extremely hazardous materials exceeding the threshold planning quantities will be collected, kept current, and the information distributed to responders as required.
  
- G. Facility Emergency Coordinator
  - 1. Ensure that reportable information required by SARA, Title III is provided to the LEPC in a timely manner. In accordance with NCERC policy and where required, Tier II report forms shall be submitted in lieu of Tier I forms.
  - 2. Ensure that the facility's emergency response procedures are current and effective for its property. Procedures shall specify actions for the immediate and follow-up notification of the affected jurisdiction(s), state, and federal authorities in the event of a hazardous material incident. Emergency procedures shall be submitted in writing to the LEPC.
  - 3. Ensure that facility personnel are trained in emergency response procedures, including but not limited to, determining that a release has occurred, notifying appropriate facility personnel and public officials, and initiating protective and/or hazard suppression activities.
  - 4. Ensure that the facility has a current inventory of equipment and resources available for response to a hazardous material emergency.
  - 5. Provide a technical representative to the Incident Commander and the EOC during an incident.
  
- H. Hazardous Materials Transportation Incidents.
  - 1. The provisions of this Multi-Hazard Emergency Operations Plan (EOP) as well as the North American Emergency Response Guidebook will be used for guidance during a transportation incident involving hazardous materials.
  - 2. The routes for the transportation (highways, railways, pipelines, etc.) of hazardous materials, identified by the LEPC during the hazard analysis process, are listed in the situation statements of the basic plan and in the individual facility information data.
  - 3. Other sources of guidance may be utilized during a transportation incident involving hazardous materials. The first responders to an incident should follow their agency's standard operating procedures for the initial actions involving a transportation- related incident.

**V. DIRECTION AND CONTROL**

The overall direction and control of emergency activities in a disaster situation is vested with the Chairman, County Commissioners. On-site management will be established by the incident commander. The entire County emergency response force, including activation of the EOC, may not be required to handle every type of emergency involving a hazardous material.

## **VI. CONTINUITY OF GOVERNMENT**

Lines of succession for agencies and officials involved in a hazardous material incident are in accordance with established procedures.

## **VII. ADMINISTRATION AND LOGISTICS**

- A. The agencies that may become involved in a hazardous material incident will develop procedures to cope with a major incident involving hazardous material. The Emergency Management Director and the Local Emergency Planning Committee will ensure, through the use of information provided pursuant to Sections 302, 304, 311, 312, and 313 of SARA, Title III and other knowledge, that all identified hazards are evaluated.
- B. Equipment and supplies for response to a hazardous material incident will be provided initially from the responding agencies' resources. Additional resources will be obtained through mutual aid agreements with other agencies, local jurisdictions or from private organizations and facilities. State and federal aid may be requested after local resources have been exhausted or determined to be inadequate for the task.
- C. Training programs for emergency responders of the county will be through individual agency in-service training, community college courses, and other offerings of related training.
- D. Exercise schedules for this plan are developed and maintained by the emergency management office. Exercises shall be in accordance with local, state, and federal policies and, when possible, coordinated with the Branch Office of the North Carolina Division of Emergency Management. The types of exercises shall include, but not limited to, tabletop, functional, and full-scale exercises. There must be at least one full-scale exercise every 5 years. An actual occurrence may be substituted for an exercise, provided it adequately tested response functions addressed in this plan and a critique of the event was conducted.

## **VIII. PLAN DEVELOPMENT AND MAINTENANCE**

- A. The Emergency Management Director will coordinate with the LEPC, the designated Facility Emergency Coordinators, and other applicable agencies in the development and maintenance of this plan.
- B. This Hazardous Material Appendix is designed to be used as an integral part of this Multi-Hazard Emergency Operations Plan. Specific functions and responsibilities are addressed in Annexes A through M of this plan.
- C. The Local Emergency Planning Committee will approve and review this appendix on at least an annual basis. Changes will be submitted to the committee when necessary. Copies will be made available to the public, each response agency, and the N. C. Division of Emergency Management through the Area Office.

## **IX. AUTHORITIES AND REFERENCES**

- A. Emergency Planning and Community Right-to-Know Act of 1986; Title III of the Superfund Amendments and Reauthorization Act of 1986.
- B. N.C. Executive Order 43, North Carolina Emergency Response Commission, April 7, 1987.

- C. N.C. General Statutes, Chapter 166A.
- D. Local Emergency Ordinances.
- E. North American Emergency Response Guidebook (DOT P 5800.4).
- F. Hazardous Materials Emergency Planning Guide, NRT-1, March 1987.
- G. Guide for the Development of State and Local Emergency Operations Plans, CPG 1-8, October 1985.
- H. N.C. Occupational Safety and Health, Hazardous Waste Operations and Emergency Response Standard

**X. APPROVAL**

This appendix is approved by the undersigned:

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Chairman, Emergency Planning Committee

**Appendix 1  
Attachment 1  
LIST OF EHS FACILITIES**

**Newland Water Treatment**

**Newland Waste Treatment**

**Elk Park Water Treatment**

**Elk Park Waste Treatment**

**BellSouth, 119 Eastatoe, Newland**

**UAP Carolinas, 2421 Miller Gap Hwy, Newland**

**Unimin Schoolhouse Quartz, 107 Harris Mining Rd, Spruce Pine**

**Appendix 1**  
**Attachment 2**  
**HAZARDOUS MATERIALS CHECKLIST**

Emergency response agencies tasked with responding to the hazards identified as threats to Avery County can use the hazard specific checklists contained in this attachment. These checklists are not all-inclusive, but they cover key points.

This attachment may also contain suggested citizen instructions for major emergencies. These instructions can be used to expedite emergency public information measures. They contain general information for the threats.

**OFFICIAL ACTION**

**CHAIRMAN, COUNTY COMMISSIONERS**

- |                     |                          |  |
|---------------------|--------------------------|--|
| <b>Preparedness</b> | <input type="checkbox"/> | Ensure adequate planning for Hazardous Materials Accidents.                                |
|                     | <input type="checkbox"/> | Ensure evacuation routes and shelters are designated.                                      |
| <b>Response</b>     | <input type="checkbox"/> | Provide overall Direction and Control in response to a Hazardous Material Accident.        |
|                     | <input type="checkbox"/> | Make decisions to evacuate personnel, as required  |
|                     | <input type="checkbox"/> | Make decisions on the use of shelters and ensure evacuees are sheltered.                   |
|                     | <input type="checkbox"/> | Continue essential operations.   |
|                     | <input type="checkbox"/> | Develop plans for the recovery (Containment and clean-up) period.                          |
|                     | <input type="checkbox"/> | Keep the media and the public informed about the situation.                                |
| <b>Recovery</b>     | <input type="checkbox"/> | Execute planned recovery procedures.   |
|                     | <input type="checkbox"/> | Ensure necessary reports are completed.  |
|                     | <input type="checkbox"/> | Evaluate response, conduct a critique of actions taken, and ensure necessary improvements. |

**EMERGENCY MANAGEMENT COORDINATOR**

- |                     |                          |   |
|---------------------|--------------------------|---|
| <b>Preparedness</b> | <input type="checkbox"/> | Assist LEPC in planning for emergency response to a Hazardous Material Accident |
|                     | <input type="checkbox"/> | Coordinate HAZMAT training programs for responders                              |
|                     | <input type="checkbox"/> | Ensure adequate protective and radiological equipment is available as needed.   |
|                     | <input type="checkbox"/> | Ensure adequate mutual aid agreements.  |

**OFFICIAL ACTION**

- Response**
- Determine the exact chemical or hazardous material involved.
  - Notify the State Division of Emergency Management through the Area Coordinator.
  - Ask for advice and assistance as necessary.
  - Activate the EOC as required.
  - Restrict the area of the accident and suggest to the County Commissioners evacuation of personnel as the situation dictates.
  - Coordinate the rescue of injured or trapped persons.
  - Coordinate the rerouting of traffic and the evacuation of personnel as required.
  - Coordinate media releases to minimize public alarm and to keep the area clear.

- Recovery**
- Coordinate the recovery effort.
  - Ensure the area is restored to a safe condition.
  - Close out emergency operations and participate in the lessons learned critique.
  - Ensure final reports are submitted.

**SHERIFF**

- Preparedness**
- Develop procedures for response to a Hazardous Material Accident
  - Train all personnel to a minimum of “First Responder - Awareness Level”.
  - Equip each vehicle with current issue of US DOT Emergency Response Guidebook.
  - Assist LEPC in pre-planning for response to hazardous materials incidents

- Response**
- Secure the area of the HAZMAT Accident.
  - Keep all personnel upwind or upstream of the accident until the on-scene commander arrives.
  - Reroute traffic and maintain traffic control as required.

**OFFICIAL ACTION**

- Assist in voluntary evacuation efforts if required. Execute evacuation orders.
- If EOC is activated, provide a representative to the EOC staff.
- Provide necessary assistance during the response phase.
- Recovery**
  - Execute the law enforcement part of the Recovery Plan.
  - Ensure corrective actions.
  - Participate in the critique.

**FIRE CHIEF  
Preparedness**

- Develop procedures and Train for a Hazardous Material Accident
- Identify risk areas for hazardous materials.
- Response**
  - Identify the Chemical or Hazardous Material involved in the accident or if unknown, treat the material as Toxic and likely to have explosive reactions.
  - Use established fire fighting techniques (such as keeping personnel upwind) to control the situation.
  - Assume on-scene command and establish a command post.
  - Seek advice on the material involved and recommend evacuation and protective actions as necessary.
  - Recommend restriction of the risk area to control the situation
  - Assist in the evacuation effort, if required.
  - If requested, wash down the area as required. Ensure no flammable or toxic material is washed into drains or water supplies.
  - Provide information to officials so that media releases may be made to the public.
  - If the EOC is activated, provide a representative to the EOC.
- Recovery**
  - Restore the accident area to a safe condition.
  - Execute the Fire Department portion of the recovery plan.
  - Participate in the critique.

- Close out emergency operations and complete final reports.

**OFFICIAL ACTION**

**EMERGENCY SERVICES PUBLIC INFORMATION OFFICER**

- Preparedness**
  - Develop procedures for Hazardous Material accidents
  - Develop DRAFT news releases for use during a HAZMAT accident to include protective actions.
- Response**
  - Coordinate and Release information about a chemical or hazardous material accident.
  - Coordinate media briefings at the command post.
  - If activated, serve as a member of the EOC staff.
- Recovery**
  - Ensure public awareness of recovery actions
  - Assist in the development and execution of the recovery plan.
  - Participate in the critique and determine necessary improvements for public information.

**PUBLIC WORKS DIRECTOR**

- Preparedness**
  - Develop procedures for response to chemical or Hazardous Material Accidents
  - Provide HAZMAT training for personnel.
  - Identify capabilities for control and containment of hazardous material.
- Response**
  - Respond to requests from officials during chemical or hazardous material accidents.
  - If the EOC is activated, provide a representative to the EOC staff.
- Recovery**
  - Ensure decontamination of equipment as necessary
  - Assist in the development and execution of the recovery plan to include clean up procedures.

**HEALTH DIRECTOR**

- Preparedness**
  - Review/update Health Department role in evacuation and sheltering plans
  - Determine all public health needs.
  - Register/brief all health department personnel.
  - Review Standard Operating Procedure (SOP)

**OFFICIAL ACTION**

- Response**                  Assist and/or direct medical evacuation and consolidation
- Furnish nursing care (to the extent that local medical standing orders allow), sanitation and vector control.
- Recovery**                  Expedite inspections, advise reference clean-up and health Care.

**Appendix 1**  
**Attachment 3**  
**GUIDELINES FOR RESPONSE TO**  
**HAZARDOUS MATERIALS INCIDENTS**

This is a suggested format. Actual implementation should be based upon training and the ability to perform the identified tasks. Source: Right-To-Know Planning Guide, the Bureau of National Affairs, Inc.

This attachment may also contain suggested citizen instructions for major emergencies. These instructions can be used to expedite emergency public information measures. They contain general information for the threats.

**INITIAL RESPONDERS**

Size- up/Identification

- Approach from upwind and updrift.
- Observe from safe distance.
- Use binoculars if necessary.
- Examine placards/labels.
- Interview driver, conductors, facility operator, dock manager, etc
- Examine shipping papers or I.D numbers.
- Refer to North American Guidebook or Firefighter's handbook of Hazardous Materials.

Isolated Area

- Avoid contact with materials, fumes, dust, etc.
- Establish control line at safe distance.
- Eliminate or avoid ignition sources.
- Determine if larger evacuation is necessary to keep people away from chemicals.

Provide for Personnel Safety

- Use appropriate personal protective equipment.
- Consciously avoid committing personnel and equipment to an unsafe situation.

Emergency response agencies tasked with responding to the hazards identified as threats to Avery County can use the hazard specific checklists contained in this attachment. These checklists are not all-inclusive, but they cover key points.

**Rescue injured persons if possible to do so in a safe manner**

- Identify all people who might have been injured or exposed

**Establish Incident Command System**

- Determine the On-Scene Incident Coordinator
- Set up field command post at same location
- Advise dispatcher exact location of command post
- Establish communications with off-scene help
- Brief commander(s)

**Notification and Technical Assistance**

- 9-1-1** (or Local Emergency Phone Number)
- EM OPS Center 1-800-858-0368
- State Agencies: **1-800-662-7956** (State Warning Point)
- Federal agencies: **1-800-452-8802** (National Response Center)
- Industry: **1-800-424-9300** (CHEMTREC)
- Emergency Medical Advice: **1-800-672-1697** (Poison Control Center)

**PROVIDE THE FOLLOWING INFORMATION IF POSSIBLE:**

- Your name, agency, location and call back number
- Type of material involved, characteristics, physical state, physical effects
- Amount of material released, duration of release, total amount that may be released
- Whether significant amounts of substance appear to be entering the atmosphere, nearby waters, storm drains
- Direction, height, color, odor of vapor clouds or plume
- Weather conditions, local terrain conditions, wind direction

- Injuries, contamination, exposure
- Responsible party
- Personnel on scene

## **ON-SCENE INCIDENT COORDINATOR (OIC)**

### **Determine the On Scene Incident Coordinator**

- Clearly identify yourself as OIC
- Make sure Command Post is at a safe location
- Establish unified command, if appropriate, with agencies on scene
- Identify lead state agency, if any
- Establish staging areas for equipment, medical treatment
- Assure notifications made
- Determine assistance needed from other agencies

### **Determine-the-Hazard**

- Check placards, shipping, etc
- Use reference books and off-scene help (i.e. Emergency Management, Fire Marshal, CHEMTREC, etc).
- Identify hazardous material, estimate threat to the population and environment
- Determine wind speed and direction
- Determine downwind, downstream, and down slope exposures
- Identify ignition sources
- Use available detection equipment

### **Provide for Personnel Safety**

- Ensure the use of proper personal protective equipment
- Evaluate need for further evacuation
- Document personnel exposure
- Appoint a Safety Officer

**Assign Personnel Responsibilities (as appropriate)**

- Staging \_\_\_\_\_
- Evacuation \_\_\_\_\_
- Rescue \_\_\_\_\_
- Traffic and crowd control \_\_\_\_\_
- Containment \_\_\_\_\_
- Fire suppression \_\_\_\_\_
- Public information \_\_\_\_\_
- Communications \_\_\_\_\_
- Safety \_\_\_\_\_
- Emergency Medical \_\_\_\_\_
- Documentation \_\_\_\_\_

**Evaluate Control Line and Revise (if necessary)**

- Use tape, rope, fire-hose, etc
- Leave a margin of error

**Incident Management**

- Develop incident action plan
- Oversee incident operations
- Coordinate activities with EOC, Communications Center, etc., as appropriate

**Decontamination**

- Assign decontamination area officer and team
- Identify people and equipment possibly exposed
- Set up decontamination area procedures

**EVACUATION/SHELTER ACTIVITIES: (COMMAND POST)**

**Determine Danger Area**

- Identify people and facilities in danger area.

Decide between evacuation or shelter. (What will best reduce exposure).

- Determine size of spill
- Determine plume direction
- Identify people and facilities in danger area

**Decide between evacuation or shelter. (What will best reduce exposure?)**

**Begin warning and/or evacuation procedures for those nearest the accident site. Work outward from the accident site.**

**Notify necessary support agencies:**

- Law enforcement agencies
- Local T.V., Radio, Cable and Newspaper through the PIO
- Dispatchers
- Emergency Management (Red Cross, County Public Health Department, Transportation Coordinator, County Social Services when rest homes, family care homes, or special needs groups are involved)

**EMERGENCY MEDICAL SERVICES (EMS)**

- Be aware of dangers
- Take proper precautions to protect yourself when handling casualties
- Coordinate actions with OIC (Command Post)
- Identify medical risks to victims and emergency responders
- Establish medical triage area, if necessary
- Determine and establish appropriate treatment
- Coordinate emergency transportation
- Coordinate with hospital and medical personnel
- Coordinate with Red Cross Mass Care Coordinator and/or EOC logistics regarding medical services required by evacuees
- Decontaminate personnel - victims and equipment as needed
- Help question/examine responding personnel on state of health and treat as required
- Identify yourself to OIC as representing public health.

- Coordinate with medical services
- Confirm health hazard
- Provide medical monitoring of emergency personnel as needed

#### **PUBLIC HEALTH**

- Investigate toxic levels of materials involved
- Confirm evacuation area perimeters
- Insure no biological agents involved (contact N.C. Division of Health if biological agents involved)
- Work with State and Federal agencies to address environmental health/sanitation impacts

#### **LAW ENFORCEMENT**

- Determine with the Officer-in-Charge on the need for an exclusion perimeter, and the distances to establish traffic control
- Establish perimeter-using rope, barricades, vehicles, etc. (Note: avoid flares if any indication that combustible or flammable chemicals are present)
- Reroute pedestrians and vehicles around perimeter - keep onlookers, news media and others from excluded area
- Request additional assistance as needed
- Be prepared at the request of the OIC, to remove persons hindering emergency operations
- Reopen evacuated areas at the determination of Command Post

#### **PUBLIC WORKS/UTILITIES**

- Coordinate activities with OIC
- Be prepared to assist with traffic control, providing barricades, etc.
- Be prepared to provide sand for absorption and diking
- Be prepared to cut off power, gas, water, etc., as required

## **EMERGENCY SERVICES PUBLIC INFORMATION OFFICER**

### **Initial Actions**

- Work with OIC on press releases
- If necessary, contact local media and inform them of nature of the emergency and other pertinent information, as appropriate.
- Set up press briefing area as close to the command post as possible, but in such a way that it does not interfere with the command post.
- Establish both incoming and outgoing telephone communications at the press briefing area, if possible.
- Be available to supply information to press, on request.
- Periodically get status summary from OIC.

### **Long Term Actions (if required)**

- Coordinate press releases with involved agencies
- Coordinate with State and Federal PIOs
- Be the direct liaison with all the news media
- Do follow-up after the emergency is over for evaluation purposes
- Offer ongoing contact with media for wrap-up stories

**BASIC PLAN**  
**Appendix- 2**  
**SEVERE WINTER STORMS**

**I. PURPOSE**

This hazard specific appendix establishes the procedures to minimize the effects of a winter storm on the populace of Avery County.

**II. SITUATIONS AND ASSUMPTIONS**

A. Situation

1. During the winter months Avery County is subject to winter storms.
2. Avery County does normally experience severe winter storms. When this occurs the county could have extended cold temperatures with large amounts of snow or freezing precipitation. Transportation and/or employment patterns could be adversely affected.

B. Assumptions

1. The National Weather Service located at Greenville/Spartanburg, SC will detect and track severe storm systems, giving Avery County residents several days notice, and periodic updates on the progress of the system.
2. The news media receives constantly updated information on a storm from the National Weather Service. In addition, the National Weather Service transmits updated information on the NOAA weather radio frequencies.
3. Winter storms may cause disruption of electrical power and telephone service to a large portion of the county.
4. Streets and highways likely will become impassable because of ice and snow, causing problems for vital workers to report to their work stations.

**III. CONCEPT OF OPERATIONS**

A. General

1. There are two (2) levels of winter storm readiness for Avery County. Each level of readiness will be determined by the projected or actual status of the winter storm. These levels of readiness are:

Storm Status

Winter Storm Watch  
Winter Storm Warning

2. At the start of the winter months, the Emergency Management Department will review this plan and ensure that procedures and alert rosters are updated, as needed.
3. As a storm status progresses from one level to the next, the readiness phase will be increased.
4. Avery County EM will conduct a pre-winter storm meeting and plan review.

#### **IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

##### **A. General**

1. During periods of increased readiness resulting from any actual or imminent threat, Avery County's emergency plans and procedures will be implemented to provide appropriate response capabilities.
2. Unless noted otherwise, organization and responsibilities applicable to county, municipal, and local agencies are specified in Annex 1 - Direction and Control. (See also Appendix 2, Attachment 2 - Hazard Specific Checklist - Winter Storms).

##### **B. Mitigation Phase**

1. Upon approaching the winter season, the preparation and release of preparedness information for public safety will be coordinated with local news media.

##### **C. Preparedness Phase**

1. County, municipal, and local agencies, with attending responsibilities, should review and revise applicable plans and procedures.
2. The Emergency Management Department will coordinate with the National Weather Service to maintain up-to-date information concerning potential effects of the storm upon Avery County. As appropriate, such information will be relayed to county, municipal, and local authorities.
3. The Avery County Emergency Management Department will coordinate activities to ensure that the following are in readiness condition:
  - a. County Emergency Operations Center (EOC)
  - b. Communications Systems
  - c. Shelter/Mass Care Support
  - d. Emergency Transportation

##### **D. Response Phase**

1. Where appropriate, the Avery County Emergency Management Department is responsible for the activation of the County EOC (See EOC SOP).
2. Upon activation, the EOC shall serve as the primary point for direction and control of operational effects during response and recovery phases.

3. Generally, the EOC will be the primary point of contact, through the Branch EM office, with the North Carolina Division of Emergency Management (NCEM) in obtaining additional and necessary State or Federal resources. Otherwise, the Avery County Emergency Management has this responsibility for resources coordination and support.

E. Recovery Phase

1. Avery County government shall coordinate and support recovery operations. In this endeavor, damage assessment efforts to determine the extent of damage upon public and private property county-wide, will be coordinated through the County EOC. (See Annex 13- Damage Assessment.)
2. Avery County will coordinate with the NCEM to obtain necessary State and Federal assistance. (Source: Public Law 93.288, Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, as amended by Public Law 100-707.

**V. DIRECTION AND CONTROL**

A. General

1. There are seven (7) municipalities within Avery County. Each municipality should exercise its full authority in the execution of locally designed emergency operations plans and procedures. However, such activities should be coordinated with the Avery County Emergency Management Department.
2. Major emergency situations affecting the unincorporated portions of the county will be supported by the Avery County government. Emergencies which affect multi-jurisdictional areas, (the County and municipalities), will be managed in a cooperative effort through the County EOC.

**NOTE:** Specific functions for direction and control are outlined in Common Function 1 - Direction and Control.

**VI. CONTINUITY OF GOVERNMENT**

A. County Government Line of Succession

1. Board of Commissioners: The line of succession for the Board of Commissioners is from the Chairman to the Vice Chairman, continuing through the remaining board members according to their order of seniority. In the absence of the aforesaid officials, this line of succession would proceed to the County Manager.
2. Administration and Operations: The line of succession for County management is the County Manager or (designated representative).
3. Preparedness and Coordination: The line of succession for county emergency preparedness and coordination is from the Emergency Management to the designated Emergency Management staff representatives.

4. Departmental Organization: The line of succession within each department or agency is according to their respective SOPs.

B. Documentation and Preservation of Records

Measures to maintain documents and accountability of operations, including preserving records, will be taken to ensure continued operation and/or reconstitution, if necessary, of County government. (See Basic Plan: Part VI. - Continuity of Government.)

**VII. PLAN DEVELOPMENT AND MAINTENANCE**

A. Responsibility

1. This attachment was developed and is maintained by the Avery County Emergency Management in conjunction with Avery County government. The Emergency Management will coordinate implementation of the plans and procedures addressing winter storm preparedness and emergency response efforts.
2. This attachment shall be reviewed annually by the Avery County Emergency Management. Changes and revisions will be coordinated with appropriate agencies having attending responsibilities.

**NOTE:** See Basic Plan: Part VIII. - Plan Development and Maintenance.

**VIII. ATTACHMENTS**

Attachment- 1 Winter Storm Public Safety Information

**IX. AUTHORITIES AND REFERENCES**

- A. North Carolina General Statutes, Chapter 166A.
- B. Avery County Emergency Management Ordinance.

**X. APPROVAL**

\_\_\_\_\_  
County Manager \_\_\_\_\_ Date

\_\_\_\_\_  
Emergency Management Director \_\_\_\_\_ Date

**Appendix-2**  
**Attachment 1**  
**WINTER STORM PUBLIC SAFETY INFORMATION**

Get independent. Check battery powered equipment, heating fuel, food stock and other supplies.

Dress for the season. Layers of protective clothing are more effective and efficient than single layers of thick clothing. Mittens are warmer than gloves. Hoods should cover mouth, to protect lungs from extremely cold air.

Don't kill yourself shoveling snow. It is extremely hard work and can bring on a heart attack, a major cause of death during and after a winter storms.

Take winter driving seriously. Keep your car "winterized". Carry a winter car kit containing equipment to help you keep warm, visible, and alive if you are trapped in a winter storm.

Ice storms, freezing rain and freezing drizzle means a coating of ice is expected; heavy means the weight of the ice will cause extra damage.

Snow means a steady fall unless occasional or intermittent is used.

Heavy snow means a fall of four to six inches or more is expected in the next 12 hours, or six or more inches in the next 24 hours. But heavy snow can mean two or three inches where winter storms are infrequent.

Snow flurries mean intermittent snowfall that may reduce visibility.

Snow squalls are brief, intense falls of snow, with gusty surface winds.

Blowing and drifting snow means strong winds and greatly reduced visibility.

Blizzard means wind speeds of at least 35 mph, considerably falling and/or blowing snow, and temperatures of 20 degrees Fahrenheit or less, over an extended period.

If a blizzard traps you, avoid over exertion and exposure. Stay in your vehicle (but keep it ventilated). Turn on dome light at night. Stand watches. Don't panic.

Severe Blizzard means wind speeds of at least 45 mph, dense snow and temperatures of ten degrees or less.

Cold wave means a rapid fall in temperature within a 24- hour period requiring emergency protective action.

WINTER STORM WATCH - a winter storm is approaching

WINTER STORM WARNING - a winter storm is imminent.

**BASIC PLAN**  
**Appendix 3**  
**HAZARD SPECIFIC - TORNADOES**

**I. PURPOSE**

This hazard specific appendix has been developed to provide for orderly and coordinated actions to be taken to minimize the effects of tornadoes on the populace of Avery County. This plan, in its entirety or in part, can also be used for “severe thunderstorms”.

**II. SITUATION AND ASSUMPTIONS**

A. Situation

1. Although tornadoes can occur at any time and anywhere, for Avery County, the most likely time for occurrence would be late afternoon or evening in the months of April through June of each year.
2. The probability of a tornado hitting Avery County is estimated to be low, but over the past twenty years there have been two tornadoes reported, causing minor damage.
3. Severe thunderstorms and hurricanes can and do spawn tornadoes.

B. Assumptions

1. The National Weather Service (NWS), located at Greenville/Spartanburg, S.C. can detect weather conditions which spawn tornadoes on their radar.
2. The National Weather Service has an agreement with the Amateur Radio Emergency Services (ARES) to be spotters and report any sightings of tornadoes.
3. The National Weather Service will issue tornado watches and warnings over the NOAA Weather Radio System.
4. NWS will issue watches and warnings over the Emergency Alert System (EAS).

**III. CONCEPT OF OPERATION**

A. General

Realizing that different weather conditions can create different situations, this appendix will be broken down into different phases:

<u>Phase</u>	<u>Tornado-Status</u>
1. Mitigation	Normal Operations
2. Preparedness	Tornado Watch Tornado Warning
3. Response	Tornado Touchdown
4. Recovery	Return to Normal

**IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

A. General

1. During periods of increased readiness, resulting from any actual or imminent threat of a tornado, Avery County’s emergency plans and procedures will be implemented to provide for appropriate response capabilities.
2. Unless noted otherwise, organization and responsibilities applicable to county, municipal and local response agencies are specified in Annex 1 Direction and Control.

B. Mitigation Phase

1. During day-to-day operations:
  - a. The Emergency Management Coordinator will:
    - (1) Release information on “tornado safety” to the public.
    - (2) Assist other departments in developing plans and procedures.
    - (3) Assist in exercising plans and procedures.
  - b. Municipalities and departments involved in emergency response will:
    - (1) Develop plans and procedures.
    - (2) Exercise their plans and procedures.
    - (3) Keep notification rosters current.

C. Preparedness Phase

1. Tornado Watch

After a tornado watch has been issued by the National Weather Service the:

- a. State Warning Point will notify the Avery County Emergency Operating Center (County Warning Point).
- b. The Avery County Emergency Operating Center will:
  - (1) Notify the Emergency Management Coordinator..
  - (2) Alert the appropriate municipalities.
  - (3) Broadcast conditions on fire, rescue and law enforcement radio nets.

- c. Emergency Management Coordinator will:
  - (1) Consider activation of the EOC.
  - (2) Notify key personnel, according to SOP.
- d. Supervisory personnel of response organizations will:
  - (1) Alert key personnel.
  - (2) Insure necessary equipment is in a state of readiness.

2. Tornado Warning

After receiving notification that a tornado has been detected in the area, NWS will issue a “Tornado Warning”. In addition to the above being accomplished:

- a. The NWS will activate EAS.
- b. The Emergency Management Coordinator having activated emergency cable override to alert public of the warning.
- c. The Emergency Management Coordinator will activate the EOC, as the situation dictates.
- d. The Emergency Management will be activated to assist citizens as needed.

**NOTE: ALL MOBILE HOMES SHOULD BE EVACUATED IF TIME ALLOWS.**

D. Response and Recovery Phases

- 1. Where appropriate, the Emergency Management will activate the EOC.
- 2. Upon activation, the EOC shall serve as the primary point for direction and control of operational efforts during response and recovery phases.
- 3. Generally, the Avery County EOC will be the primary point of contact through the Branch EM office, with the North Carolina Division of Emergency Management (NCEM) in obtaining additional and necessary state or federal resources. Otherwise, the Avery County Office of Emergency Management has the primary responsibility for coordinating resources and support.
- 4. Avery County government, through the EOC, will coordinate damage assessment efforts to determine the extent of damage upon public and private property. (Annex 13 - Damage Assessment.)
- 5. Avery County officials will coordinate with the NCEM to obtain necessary state and federal assistance. (Source: Public Law 93-288 Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, as amended by Public Law 100-707.)

**V. DIRECTION AND CONTROL**

A. General

1. There are seven (7) municipalities within Avery County. Each municipality should exercise its full authority in the execution of locally designed emergency operations plans and procedures. However, such activities should be coordinated with the Avery County Office of Emergency Management.
2. Major emergency situations affecting the unincorporated portions of the county will be under the direct control of the Avery County government.
3. Emergencies which affect multi-jurisdictional areas, the county and municipalities, will be managed in a cooperative effort through the County EOC.

**NOTE: SPECIFIC FUNCTIONS FOR DIRECTION AND CONTROL ARE OUTLINED IN ANNEX 1**

**VI. CONTINUITY OF GOVERNMENT**

A. County Government Line of Succession

1. County Commissioners: The line of succession for the Board of County Commissioners is from the Chairperson to the Vice Chairperson, continuing through the remaining board members according to their order of seniority. In the absence of the aforesaid officials, this line of succession would proceed to the County Manager.
2. Administration and Operations: In dealing with the subject at hand, the line of succession for County Management is from the County Manager to the (designated person).
3. Preparedness and Coordination: The line of succession for County emergency preparedness and coordination is from the Emergency Management to the designated Emergency Management staff representative(s).
4. Departmental Support: The line of succession within each County department is according to respective published SOGs.

B. Documentation and Preservation of Records

Measures to maintain documentation and accountability of operations, including the preservation of records, will be taken to ensure continued operation and/or reconstitution, if necessary, of County government.

**VII. PLAN DEVELOPMENT AND MAINTENANCE**

A. Responsibility

1. This hazard specific appendix is developed and maintained by the Avery County Department of Emergency Management in conjunction with the Avery County government. The Emergency Management Office will coordinate the implementation of plans and procedures addressing tornado preparedness and emergency response efforts.
2. This attachment shall be reviewed annually by the Avery County Office of Emergency Management. Changes and revisions will be coordinated with appropriate agencies having attending responsibilities.

**VIII. DEFINITION OF TERMS**

**TORNADO WATCH** - Issued by the National Weather Service when conditions are favorable for a tornado to develop.

**TORNADO WARNING** - Issued by the NWS when a tornado has been detected or spotted in the area.

**IX. ATTACHMENTS**

Attachment1- "TORNADO Safety Rules"

Attachment 2- Emergency Action Checklist for Tornadoes

**X. AUTHORITIES AND REFERENCES**

- A. N.C. General Statutes, Chapter 166A
- B. Avery County Emergency Management Ordinances

**XI. APPROVAL**

\_\_\_\_\_  
Emergency Management Coordinator

\_\_\_\_\_  
Date

**Appendix 3**  
**Attachment 1**  
**TORNADO SAFETY RULES**

When a tornado threatens, your immediate  
action can save your life!

**NOTE: STAY AWAY FROM WINDOWS, DOORS, OUTSIDE WALLS, AND PROTECT YOUR  
HEAD**

- [ ] In homes and small buildings, go to the basement or to an interior part on the lowest level — closets, bathrooms, or interior halls. Get under something sturdy.
- [ ] In schools, nursing homes, hospitals, factories, and shopping centers, go to pre-designated shelter areas. Interior hallways on the lowest floor are usually best.
- [ ] In high-rise buildings, go to interior small rooms or hallways.
- [ ] In mobile homes or vehicles, leave them and go to a substantial structure. If there is no shelter nearby, lie flat in the nearest ditch, ravine, or culvert with your hands shielding your head.

**TORNADO WATCH:** Tornadoes and severe thunderstorms are possible.

**TORNADO WARNING:** Tornado detected; take shelter immediately.

TORNADOES often accompany SEVERE THUNDERSTORMS and are only one of many thunderstorm hazards. Others include:

LIGHTENING — Kills and injures hundreds and starts fires.

WINDS — Very strong, gusty winds can cause great damage.

RAIN — Heavy downpours may result in flash floods.

HAIL — Not a killer but can be very damaging.

**NOTE: LISTEN TO RADIO, TELEVISION, OR NOAA WEATHER RADIO FOR LATEST  
NATIONAL WEATHER SERVICE BULLETINS.**

**Appendix 3  
Attachment 2  
EMERGENCY ACTION  
CHECKLIST FOR TORNADOES**

Emergency response agencies tasked with responding to the hazards identified as threats to Avery County can use the hazard specific checklists contained in this attachment. These checklists are not all-inclusive, but they cover key points.

This attachment may also contain suggested citizen instructions for major emergencies. These instructions can be used to expedite emergency public information measures. They contain general information for the threats.

**OFFICIAL ACTIONS**

**CHAIRMAN, COUNTY COMMISSIONERS**

- |                     |                          |   |
|---------------------|--------------------------|---|
| <b>Preparedness</b> | <input type="checkbox"/> | Assess initial intelligence   |
|                     | <input type="checkbox"/> | Ascertain whether additional resources are needed.                                  |
| <b>Response</b>     | <input type="checkbox"/> | Activate the EOC, as appropriate.   |
|                     | <input type="checkbox"/> | Continue Assessment of the situation.   |
|                     | <input type="checkbox"/> | Provide operational guidance relative to survival and recovery efforts.             |
|                     | <input type="checkbox"/> | Authorize media releases.   |
| <b>Recovery</b>     | <input type="checkbox"/> | Monitor recovery activities   |
|                     | <input type="checkbox"/> | Avery County Officials will initiate the appropriate actions for Damage Assessment: |
|                     | <input type="checkbox"/> | Determine the extent of damage in the affected area.                                |
|                     | <input type="checkbox"/> | Estimate the type of disaster assistance required                                   |
|                     | <input type="checkbox"/> | Consult with local, state, and federal agencies on available disaster assistance.   |
|                     | <input type="checkbox"/> | Provide necessary documentation for requesting disaster declarations.               |
|                     | <input type="checkbox"/> | Coordinate with volunteer agencies to provide assistance to disaster victims.       |
|                     | <input type="checkbox"/> | Keep public informed of recovery efforts.   |

**OFFICIAL ACTIONS**

**COUNTY MANAGER**

**Preparedness**

- Keep County Commissioners apprised as to readiness posture of Avery County Emergency Management with attending recommendations.

**Response**

- Serve as liaison between Direction & Control and Operation Groups.
- Provide recommendations to the County Commissioner Chairman, Chairman on call and as he deems appropriate.
- Responsible for overall effectiveness of EOC operations

**Recovery**

- Coordinate damage assessment operations and recovery activities
- Critique actions taken during the emergency

**EMERGENCY MANAGEMENT DIRECTOR**

**Preparedness**

- Assess the situation.
- Maintain the EOC's readiness for activation.
- Alert key personnel
- Determine and muster additional resources, if needed.

**Response**

- Activate EOC in proper mode
- Initiate reporting from the Emergency Management, private agencies and utilities.
- Establish command posts, where needed.
- Establish liaison and operation guidance with field forces.
- Evaluate overall county situation.
- On order, evacuate the affected areas.
- Update emergency services of conditions affecting them
- Provide PIO with updates for development of appropriate and necessary media releases.

- Recovery**  Coordinate damage assessment operations
- Coordinate recovery activities
- Conduct appropriate debriefings.

**OFFICIAL ACTIONS**

- Critique actions taken during the emergency
- Submit after-action reports.
- Review and update procedures as appropriate.

**SHERIFF**

- Preparedness**  Assess the situation and coordinate fire & rescue service as needed.
- Alert and update appropriate Law Enforcement personnel as to the situation.
- Establish communication linkage with law enforcement resources throughout the affected area.

- Response**  Ascertain that the affected areas are secured.
- On order, assist in the evacuation of citizens.
- Establish necessary traffic controls.

- Recovery**  Assist in recovery efforts.
- Critique actions taken during the emergency
- Revise applicable SOGs as deemed appropriate

**FIRE MARSHAL**

- Preparedness**  Assess the situation.
- Alert and update appropriate fire and rescue personnel as to the situation.
- Establish communication linkage with fire service resources throughout the affected area.

- Response**  Coordinate with the fire and rescue personnel relative to:
  - Suppression of fires
  - Rescue of injured or trapped persons
  - Assist in evacuation efforts.

- Recovery**  Assist in recovery efforts.
- Assist damage assessment teams as necessary
- Critique actions taken during the emergency
- Revise applicable SOGs as deemed appropriate

**OFFICIAL ACTIONS**

**EMERGENCY MEDICAL SERVICES MANAGER**

- Preparedness**  Assess the situation.
- Alert and update Rescue/EMS as to the situation.
- Establish communications with Rescue/EMS representatives throughout the affected area.
- Mobilize ambulances, equipment and supplies.
- Response**  Coordinate with Rescue/EMS in the allocation of Emergency Medical Services.
- Recovery**  Assist in recovery efforts.
- Replenish equipment and supplies.
- Critique actions taken during the emergency
- Revise applicable SOGs as appropriate

**AMERICAN RED CROSS**

- Preparedness**  Assess the situation
- Alert and update ARC support personnel.
- Initiate preparation to provide the following assistance where appropriate:
- Food
- Clothing
- Critical Supplies
- Blood
- Prepare to open shelters as needed.

- Response**  Provide food for the emergency workers
- Subject to its availability and in appropriate incidents, provide clothing and critical supplies.
- Assist in setting up of blood programs to meet essential needs.
- Subject to availability of such information, inform families on status of victims.

**OFFICIAL ACTIONS**

- Recovery**  Assist in damage assessment.
- Continue appropriate individual assistance to victims.
- Revise applicable SOGs as appropriate

**HEALTH DIRECTOR**

- Preparedness**  Assess the situation.
- Alert and update appropriate health assets.
- Initiate preparations to provide the following assistance, if needed:
- Emergency public health care in shelters
- Health inspections related to sanitation and vector control
- Detection and control of communicable diseases
- Monitoring of environment health hazards.

- Response**  Coordinate emergency health related activities.
- Coordinate the allocation of health services and personnel.
- Provide necessary health related public information to PIO.

- Recovery**  Evaluate public health hazards and arrange for corrective actions.
- Assist in resupply of health related assets.
- Critique actions taken during the emergency
- Revise applicable SOGs as appropriate

**SOCIAL SERVICES DIRECTOR**

- Preparedness**
- Assess the situation.
  - Alert and update Social Services assets.
  - Initiate preparation to provide the following assistance, if needed:
  - Assist in the identification of special needs populations.
  - Make preparations to open shelters for special populations on call
  - Identify staff to assist ARC with shelter operations management.

**OFFICIAL ACTIONS**

- Response**
- Provide necessary personnel to assist ARC in shelter operations.
  - If necessary, open shelter for special needs population
  - Provide available emergency assistance to disaster victims.
  - Coordinate with PIO on public information regarding emergency assistance.
- Recovery**
- Continue appropriate individual assistance and support to disaster victims.
  - Critique actions taken during the emergency
  - Revise applicable SOGs as appropriate

**SUPERINTENDENT OF SCHOOLS**

- Preparedness**
- Assess the situation.
  - Alert and update appropriate school personnel.
  - Initiate preparation to provide the following assistance, if needed:
  - Inventory schools designated as shelters
  - Identify available transportation assets.
- Response**
- Upon notification, effect the opening of designated schools as shelters.
  - As available, provide appropriate staff to support shelter operations.
  - Appropriate to needs, provide available transportation assets

- Recovery**                Effect damage assessment on school property
- Replenish school supplies and equipment used during the emergency.
- Critique actions taken during the emergency
- Revise applicable SOGs as appropriate

**OFFICIAL ACTIONS**

**EMERGENCY MANAGEMENT PUBLIC INFORMATION OFFICER**

- Preparedness**            Assess the situation.
- Prepare pre scripted news releases.
- Response**                Prepare news releases.
- Coordinate with primary officials for interviews with the media.
- Hold joint news briefings, if appropriate.
- Monitor news coverage
- Correct erroneous information promptly (rumor control)
- Recovery**                Critique action taken during the emergency

**BASIC PLAN**  
**Appendix - 4**  
**CIVIL DISORDERS & ACTS OF TERRORISM**

I. PURPOSE

This appendix describes the operational policies to be implemented for the purpose of minimizing the impact of civil disturbances and acts of terrorism upon the citizens and the property of Avery County.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. There is a need for control to maintain law and order during times of gathering of citizen protest groups or other type groups.
2. Avery County has union and non-union business and industry.
3. There are seven (7) municipalities in Avery County all subject to civil disorder.
4. National increase in acts of terrorism by either individual or groups using various acts and threats to disrupt and spread unrest in society.

B. Assumptions

1. It is assumed that all municipal police departments and the Avery County Sheriff's Department have written procedures in place to deal with civil disorders.
2. Mutual aid agreements between the municipalities and the Sheriff's Department will enhance the availability of law enforcement support, when needed.
3. Through the N.C. Division of Emergency Management, assistance of the State Highway Patrol and other law enforcement agencies can be obtained, as support to the Sheriff's Department.

III. CONCEPT OF OPERATIONS

- A. Normally, when groups with conflicting viewpoints form, law enforcement will gather intelligence by both overt and covert means.
- B. By monitoring the intelligence, the responsible officials may predict when such gatherings are likely to precipitate a commotion or acts or threats of terrorism may be likely.
- C. By pre-planning and utilizing mutual aid agreements, responsible officials can have reasonable assurance that adequate support is available to counter a civil disturbance and maintain or restore order.

- D. A “State of Emergency” proclamation, issued by Avery County, gives the issuing governmental body additional authority to effectively address the situation, to restrict and or abate activities so as to assist law enforcement activities.
- E. By law enforcement briefing to support agencies when information or intelligence reveals an increase, likelihood that the threat, civil disorder or terrorist threat or act could likely occur.

**IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

**A. General**

- 1. During periods of actual or imminent threat of a civil disturbance or terrorist threat, emergency plans and procedures will be activated to provide for increased response readiness. Agency should utilize attached guidelines.
- 2. Unless noted otherwise, organization and responsibilities applicable to county, municipal and local agencies are specified in Common Function 1- Direction and Control.

**B. Mitigation**

- 1. Each law enforcement agency in Avery County is encouraged to have fully developed procedures on hand, designed to effectively deal with civil disorders.
- 2. Periodic training (tabletop, field exercise) must be conducted to ensure that all responsible parties are familiar with their assigned duties.

**C. Preparedness**

Where requested, the Office of Emergency Management will:

- 1. Within available assets, verify that the following is in a readiness condition:
  - a. Avery County EOC
  - b. Communications System
  - c. Office of Emergency Management
  - d. Hazardous Materials Support for Operations
- 2. Request, if deemed appropriate, the North Carolina Division of Emergency Management to alert the State Highway Patrol and other law enforcement agencies to the possibility of a support mission to law enforcement and other resource needs for law enforcement.

D. Response

1. Avery County Office of Emergency Management is responsible for activating the County EOC and coordinate with law enforcement to support human service needs.
2. Upon activation, the EOC shall serve as the primary point for the direction and control of operational efforts during both response and recovery phases. EM functions as a support agency to law enforcement.
3. If activated, the Avery County EOC will be the primary point of contact for state and/or federal resources.

E. Recovery

1. Avery County government shall coordinate and support recovery operations. In this **endeavor**, if needed, damage assessments will be performed by county agencies in accordance with Common Function 13 - Damage Assessment.
2. Avery County will coordinate with the North Carolina Division of Emergency Management for necessary state and federal assistance. (Source: Public Law 93-288 Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, as amended by Public Law 100-707).

V. DIRECTION AND CONTROL

- A. Each municipality should exercise its full authority in execution of locally designed emergency operations plans and procedures. However, such activities should be coordinated through the county EOC.
- B. Major emergency situations affecting the unincorporated portions of the County will be under the auspices of the Avery County government. Emergencies that affect multi-jurisdictional areas (the County and municipalities) will be managed in a cooperative effort through the County EOC.

VI. CONTINUITY OF GOVERNMENT

A. County Government Line of Succession

1. Board of Commissioners: The line of succession for the Board of County Commissioners is from the Chairman to the Vice Chairman, continuing through the remaining board members according to seniority. In the absence of any commissioners, the line of succession would pass to the Avery County line of succession according to the plan.
2. Administration and Operations: The line of succession for the County Manager passes to the next (designated representative).
3. Sheriff- Line of succession for Sheriff in enforcement of law and order and public safety is from the Sheriff to his designated staff.

4. Emergency Management: The line of succession for county emergency preparedness and coordination is from the Emergency services staff representative(s).
5. Department/Agencies: The line of succession within each county department/agency is according to each respective SOP.

B. Documentation and Preservation of Records

Measures to maintain documents and accountability of operations, including the preservation of records, will be taken to ensure continued operation and/or reconstitution, if necessary, of county government.

VII. PLAN DEVELOPMENT AND MAINTENANCE

A. Responsibility

1. This hazard specific attachment is developed and maintained by the Avery County Office of Emergency Management in conjunction with Avery County government. The Emergency Management will coordinate implementation of plans and procedures addressing civil **disorder** preparedness and emergency response efforts.
2. This attachment will be reviewed annually by the Avery County Office of Emergency Management. Changes and revisions will be coordinated with appropriate agencies having attending responsibilities.

VII. AUTHORITIES AND REFERENCES

- A. N.C. General Statutes, Chapter 166A.
- B. Avery County Emergency Management Ordinance

IX. APPROVAL

County Manager	Date
Sheriff	Date
Emergency Management Director	Date

**Appendix - 4**  
**Attachment 1**  
**EMERGENCY ACTION CHECKLIST**  
**CIVIL DISORDER/TERRORIST THREATS**

Emergency response agencies tasked with responding to the hazards identified as threats to Avery County can use the hazard specific checklists contained in this attachment. These checklists are not all inclusive, but they cover key points.

This attachment may also contain suggested citizen instructions for major emergencies. These instructions can be used to expedite emergency public information measures. They contain general information for the threats.

OFFICIAL ACTION

CHAIRMAN, COUNTY COMMISSIONERS

- |              |                          |   |
|--------------|--------------------------|---|
| Preparedness | <input type="checkbox"/> | Assess initial intelligence information                                 |
|              | <input type="checkbox"/> | Alert executive staff   |
|              | <input type="checkbox"/> | Determine the nature of the threat.                                     |
|              | <input type="checkbox"/> | Make a determination to activate the EOC, if dictated by the situation. |
|              | <input type="checkbox"/> | Review the legal basis for responding to the threat.                    |
|              | <input type="checkbox"/> | Assess law enforcement needs.   |
|              | <input type="checkbox"/> | Review response procedures  |
|              | <input type="checkbox"/> | Determine availability of forces.                                       |
|              | <input type="checkbox"/> | Estimate the need for auxiliary forces.                                 |
| Response     | <input type="checkbox"/> | Direct activation of the EOC  |
|              | <input type="checkbox"/> | Assemble and brief executive staff.                                     |
|              | <input type="checkbox"/> | Assess situation based upon reports from the Incident Commander.        |
|              | <input type="checkbox"/> | Determine policy for dealing with the emergency.                        |
|              | <input type="checkbox"/> | Brief EOC agency representatives, as appropriate.                       |
|              | <input type="checkbox"/> | Oversee operations and maintain coordination with EMC.                  |
|              | <input type="checkbox"/> | Ensure a flow of information.   |
|              | <input type="checkbox"/> | Maintain continuous surveillance of the emergency situation.            |
|              | <input type="checkbox"/> | Authorize media releases when appropriate.                              |

## OFFICIAL ACTION

- Recovery
- Participate in a debriefing after the emergency
  - Critique actions taken during the event
  - Ensure that SOG's are reviewed and revised as appropriate.

## EMERGENCY MANAGEMENT DIRECTOR

- Preparedness**
- Negotiate mutual aid agreements
  - Maintain resource listings.
  - Assess potential civil disturbance threat.
  - Identify critical facilities susceptible to threat.
  - Establish points of contact for making requests to support agencies.
  - Establish communications systems to facilitate direction and control.
  - Test communications systems
  - Prepare to activate the EOC.
  - Ensure access to required personnel functions in EOC operations.
  - Alert supporting agencies.
- Response**
- Activate the EOC.
  - Recall EOC agency representatives.
  - Dispatch a mobile communications van to the threatened site.
  - Notify surrounding County agencies that mutual aid may be needed.
  - Coordinate the exchange of vital information between response agencies and decision-making representatives in the EOC.
- Recovery**
- Participate in a debriefing after the emergency
  - Critique actions taken during the event
  - Write up after action report.
  - Review SOP and revise as appropriate.

**OFFICIAL ACTION**

**SHERIFF**

**Preparedness**

- Assess the situation.
- Brief government officials
- Increase intelligence activities
- Determine ingress and egress routes.
- Establish traffic control procedures.
- Expand reaction force as dictated by the situation.
- Review plans and resource data inventories
- Establish critical facility protection measures.
- Alert support agencies.
- Provide a representative to report to the EOC (if activated).
- Appoint an Incident Commander.

**Response**

- Control and limit access to the areas of disturbance
- Maintain law and order at the site.
- Provide situational reports to the EOC.
- Isolate activists/militant leadership
- Consider use of the following as the situation dictates:
  - Show of force
  - Employment of water
  - Employment of riot formations and/or agents
  - Equipment to meet the demands of the situations
  - Alert specialized forces that are trained to counter or suppress the rioting
  - Brief decision-makers on the situation
  - Continue intelligence gathering.

Provide traffic control.

**OFFICIAL ACTION**

Establish limited access.

Provide key facility protection activities.

Determine what support is available.

Request augmentation of forces as needed from:

Neighboring counties

State agencies

National Guard

Federal agencies

Determine resources available to transport law violators to places of incarceration.

Select buildings to be used for incarceration.

**Recovery**  Participate in a debriefing after the emergency

Critique actions taken during the emergency

Revise SOPs as appropriate

**EMERGENCY MANAGEMENT PUBLIC INFORMATION OFFICER**

**Preparedness**  Assess intelligence information as directed

Prepare to communicate advisories quickly to the public.

Check logistical arrangements (e.g., phones, computer)

Prepare prescribed media advisories.

Ensure that adequate backup staff will be available.

**Response**  Prepare news releases.

Coordinate with the media.

Decide which official(s) will be primary spokesperson(s).

Coordinate scheduling of regular briefings at which official(s) will be available to talk with media.

- Promote coordination and cooperation among agencies regarding release of information.

**OFFICIAL ACTION**

- Hold joint media news briefings if appropriate
- Monitor news coverage and correct erroneous information promptly.
- Double check news releases for accuracy before releasing to the media
- Make sure news releases do not hamper operations.

**Recovery**

- Participate in a debriefing after the emergency
- Critique actions during the event
- Review SOP and revise as appropriate.

**FIRE MARSHAL**

**Preparedness**

- Alert fire and rescue personnel.

**Response**

- Contain fires
- Extinguish fires.
- Engage in rescue operations.
- Support law enforcement to control:
  - Rioting Crowds.
  - Pilfering.
- Access to and from the disturbance area
- Assist in transporting the injured.

**Recovery**

- Participate in a debriefing after the emergency
- Critique actions taken during the event
- Write up after action report.
- Review SOP and revise as appropriate.

## **HEALTH AND EMERGENCY MEDICAL SERVICES DIRECTORS**

- Preparedness**
- Alert Health and Emergency Medical Services personnel
  - Mobilize needed equipment, supplies and vehicles.

## **OFFICIAL ACTION**

- Response**
- Provide triage services
  - Provide consultation to medical shelters when established.
  - Assist fire and rescue personnel.
  - Provide disease prevention services.
  - Take action to increase medical/surgical services
  - Coordinate the provision of medical resources.
- Recovery**
- Check medical supplies, equipment and vehicles and repair or replace as necessary.
  - Participate in a debriefing after the emergency.
  - Critique actions taken during the event
  - Write up after action reports.
  - Review SOPs and revise as appropriate

## **PUBLIC WORKS DIRECTOR**

- Preparedness**
- Alert public works crews.
  - Prepare to mobilize needed equipment as situation dictates (e.g. barricades; special vehicles).
- Response**
- Provide damage assessment data
  - Repair damaged roads, bridges, and utilities.
  - Engage in debris clearance.
  - Provide needed barricades.
  - Call for mutual aid support (personnel and equipment) as needed
  - Assist in heavy-duty rescue operations.

- Recovery**
- Check equipment and vehicles and repair or replace as necessary.
  - Participate in a debriefing after the emergency.
  - Critique actions taken during the event
  - Write up after action report.
  - Review SOP and revise as appropriate.

**OFFICIAL ACTION**

**SOCIAL SERVICES DIRECTOR**

- Preparedness**
- Alert DSS personnel
  - Prepare to coordinate social service operations for reception and lodging.
- Response**
- Staff reception centers
  - Manage reception centers.
  - Coordinate lodging operations
  - Provide support personnel for shelter and mass care operations.
  - Provide support staff for clothing operations.
- Recovery**
- Participate in a debriefing after the emergency
  - Critique actions taken during the event
  - Write up after action report.
  - Review SOP and revise as appropriate.

**AMERICAN RED CROSS**

- Preparedness**
- Alert ARC Volunteers.
  - Prepare to activate shelters at EMC's request.
- Response**
- Manage shelter operations
  - Manage feeding operations.
  - Coordinate clothing operations
- Recovery**
- Participate in a debriefing after the emergency
  - Critique actions taken during the event

- Write up after action report.
- Review SOP and revise as appropriate.

**Appendix-4**  
**Attachment 2**  
**RESPONSE GUIDELINES TO ACTS OF TERRORISM**  
**INVOLVING WEAPONS OF MASS DESTRUCTION**

**FOREWORD**

This document is to be used as guidance to the response organizations and as information and program clarification to agencies of the state and federal government. Responders **MUST** be ware of a new thought process for response to terrorist incidents. It is imperative that first responders are aware of the potential for injury and death to themselves and others so they can insure a timely response and maximize the safety and welfare of the citizens of our community.

**I. PURPOSE**

The purpose of this document is to provide guidance to responders of local government to an incident involving terrorist activity. It is meant as guidance only.

**II. SCOPE**

The planning process is imperative to ensure a timely, professional response to incidents of terrorism by all organizations of local government.

A. It is imperative that each level of government and each response organization (at all levels) be aware of the roles and responsibilities that are required for a professional response, consideration to personal hazards due to explosive and/or chemical devices, preservation of ground scene, medical response and support to response personnel and the public.

B. The legal foundation for this plan can be found in the Presidential Decision Directive (PPD) PDD-39 dated June 1995 and PPD 62 dated May 1998.

**III. DEFINITION**

Terrorism can be defined as criminal acts or threats by individuals or groups to achieve political, social or economic gain or recognition of fear, intimidation, coercion, or violence against the government and its citizens. In addition, there are two primary phases associated with terrorist incidents.

**A. Crisis Management**

Crisis management includes the broad spectrum of data collection and dissemination of information primarily to law enforcement groups and to other groups that are part of the initial response. This phase also represents the first-in organizations to incidents and is part of the consolidated efforts by all levels of government to ensure life, safety, and rescue efforts.

**B. Consequence Management**

Consequence Management refers to response measures that are implemented to ensure continuity of essential services of government and to provide emergency relief to all levels of government. Consequence management is primarily an emergency management function. Crisis management and consequence management should be activated at the same time and work hand-in hand to resolve and recover from acts of terrorism.

#### IV. CONCEPT OF OPERATIONS

As part of the awareness program associated with acts of terrorism, the first responders must first ensure their own protection of all responding departments. A new way of thinking, a new assessment process, and new response protocols will be required for first-in response departments. The three primary first responders of the city (fire, police, and Medic) will develop the Standard Operating Guidelines (SOG).

A. Listed below are the primary components of the concept of operations. The primary first responders can address some of these components; the Incident Command System (ICS) and/or the EOC, when activated, will address other components.

B. Threat Assessment

This element will be addressed by law enforcement agencies that consist of municipal Police Departments, Avery County Sheriff's Department, State Bureau of Investigation, Bureau of Alcohol, Tobacco, and Fire Arms, and other law enforcement agencies that could provide information on terrorist groups, individuals and threat situations based on collected intelligence. These groups would provide information to determine the threat level of the incident.

C. Notification Level- Internal/External - Primary/Support

Listed below are the primary response and primary support departments that would be part of the notification process by law enforcement.

1. All law enforcement agencies - local, state and federal.
2. Emergency Management Office.
3. Fire and Rescue agencies of the city and county.
4. EMS-Paramedic Service.
5. NC Division of Emergency Management.
6. Hospitals
7. Public Health Department
8. Mental Health.
9. Debris Removal organizations.

This list can be expanded as the need arises or as the scope of operations expands. The IC can dismiss departments if the situation changes. Each agency should develop its own internal notification procedures.

D. Command and Control

This function is perhaps the most critical for ensuring a successful operation. It is **ABSOLUTELY IMPERATIVE** that a team approach for a command and control be used for response. In most incidents, that involves a terrorist act, the fire department would be

at the scene first and would be the initial IC. The IC could be transferred to other departments as the incident is resolved and recovery efforts are implemented. If questions or conflicts arise on the command or control function, the EOC, when activated, will resolve. The following departments of local government could assume the IC position.

Fire Departments based on jurisdiction boundaries and their role in the event to mitigate the threat, fire or chemical.

Sheriff's Department or municipal police, as it is ultimately a crime scene.

Emergency Medical Services - Medic, to mitigate injuries of public and responders.

#### Emergency Management

All responding departments of local government must be prepared to interface with state and federal counterparts at both the incident site and the EOC.

The EOC, when activated, will be the command and control center and the IC will be at the location. Operational command will be maintained at the incident site.

It is imperative that immediate command and control be established to ensure control measures are implemented for life, safety and evidence preservation.

#### Unified Command

This type of command and control is represented by multiple levels of government and is more often than not seen in the EOC environment. A unified command system consists of agencies of the city and county government as well as agencies of the state and federal government in a single location. This command structure is also found in large-scale incidents and incidents such as terrorism.

#### E. New Entry Protocols

1. A terrorist incident will require new entry protocols to ensure responder safety.

Guidelines are to be established based on threat level at the time of the incident. Minimum isolation distance of 1000 feet and 3000 feet for IED. Entry into an area or building that may be contaminated or may have been destroyed by an explosion can range from normal site access with no protective measures to Level A entry sites with HOT ZONES set to protect responders.

2. Threat levels as defined in Section V, Item A, will set new protocols.

#### F. Crisis Management and Consequence Management

These sections are combined because they go hand-in-hand for response and recovery. They deal with all phases of incident operation to include response, recovery, clean up, and restoration of site.

#### G. Roles, Responsibilities and Checklist

This part of the planning document will be detailed in Section V, Item B. The listing represents the primary factors associated with response to terrorist incidents.

H. Chain of Evidence

This operational area will be addressed in more detail in Section V, Item C. This function may be part of new site entry protocols. Life safety issues will take precedence over this area of operation; however, maintaining the chain of evidence is a crucial element and should be given attention at all phases of response.

I. Threat Assessment Levels

This section of the plan will be more clearly defined in Section V, Item A. This area also represents part of the new thought process to terrorist incidents. The primary departments for determining the appropriate threat level will be assigned to law enforcement agencies at local, state and federal levels.

V. IMPLEMENTING GUIDELINES

The information below is meant as basic response guidelines for terrorist incidents. The IC must use discretionary judgement to ensure a timely, professional response. The only way to ensure the IC's decisions is in the best interest of responders and the public is to use all possible sources of information from all response organizations in the decision-making process.

A. Threat Assessment Levels

As defined above, this operational area will be the responsibility of law enforcement agencies. The E911 center for the city and county will likely be the first location to receive threats of terrorism. All E911 communication center supervisors/managers should be involved in the intelligence briefings that are part of threat level assessment. The threat levels (TL) are identified below:

1. TL-1: This threat level represents above average monitoring of national and international events that have a direct connection to terrorist activity. The law enforcement agencies collecting this data are not required to notify other agencies. Two examples associated with TL-1 activity are:

U.S. Embassy bombing and other bombing activity in industrial and Third World nations of the world, but not in the United States.

Verifiable threat by terrorist in Third World countries. Protest of American policy in other parts of the world.

2. TL-2: This threat level represents terrorist activity in the U.S. and particularly in Southern and mid Atlantic states. Monitoring by law enforcement agencies is a daily activity, and possibly full time assignments by police personnel to monitor and collect intelligence. This threat level requires notification of all organizations listed in Section V, Item 2, above. In addition, a meeting of all agencies involved will be held to determine a plan of action, degree of plan activation, potential for incidents to take place in our community and to identify possible targets. Daily reports will be made to city and County manager's office at this level. Examples of TL-2 are as follows:

Chemical threats like Anthrax.

Bomb like the type that occurred in Atlanta, Georgia

Bomb threat like the type that occurred in Birmingham, Alabama

Bomb threat in Avery County Courthouse or school

KKK rallies or marches

Threats from sources deemed to be valid by known groups.

3. TL-3: This level represents the highest degree of awareness and preparedness. No event has actually occurred; however, all indicators point to a possible event within a 24- hour period. Representatives from the agencies listed in Section IV, Item C., will be on 24- hour alert. A command location will be established that will act as the clearinghouse for all information, rumors and press releases. This location should be the EOC to ensure immediate command and control of the situation. The next step beyond this level is an actual event that has occurred in our community. The public service departments and corporate community departments will be activated at this time. Some possible examples of TL-3 are:

Planned rally or march by known radical groups.

Individual or group blocking access or holding occupants of building hostage until demands is met.

Serious threats of violence or mass fatalities by known groups or individuals at a specific location or facility.

## VI. NEW ENTRY PROTOCOLS

This organizational area will be detailed by the Avery County Hazardous Materials Response Team and should be incorporated into SOGs for all responding organizations. In addition, this area is part of the new awareness that must be included in the training program that reaches out to all responders in city and county. The new entry protocols should be based on intelligence provided by law enforcement. The fire service/haz-mat team and law enforcement agencies must work together as a close-knit crew to ensure that entry into possible area(s) of danger are minimized and that a minimum of personnel are exposed to danger. The primary components of the new entry protocols are listed below:

Awareness of secondary explosive devices

Personal protective equipment - when and what to wear as minimum requirement for entry into an incident site.

Who should go into a facility?

Maintaining the chain of evidence process

Training standards - all training in the same format to ensure uniformity

Clearly defined hot zones, warm zones and safe zones

Signs and symbols - critical for early identification of agent or chemical

Other, as defined by Haz Mat Team and by development team for SOGs.

### A. Roles, Responsibilities and Checklists

This section will outline the primary areas of responsibility for the primary responding organizations. The checklist will identify critical items of concern for all organizations. All additional checklists, or areas or responsibilities will be covered in SOGs.

### B. Areas of Concern - Threat Level Conditions

All responding organizations will implement or alert their people to the following areas of concern as part of Threat Level conditions:

Develop internal notification procedures for responding departmental personnel.

Ensure internal distribution of response plan.

Follow directions of IC and EOC.

Adhere to site entry protocols.

Ensure adequate training programs are implemented in their department.

Adjust work schedules for 24- hour operations for a minimum of 96 hours (4 days)  
Develop control measures for Chain-Of Evidence process.  
Provide department representatives to incident site and EOC.  
Document all response activities from time of notification until termination.  
Participate in Command and Control team as directed by IC and EOC.  
Be ready to commit all available departmental resources to response and recovery effort.  
Develop a need-to know list for internal operations.  
Other as directed by IC or EOC.

C. Law Enforcement Agencies - Local

Develop or enhance intelligence gathering for acts of terrorism.  
Establish distribution or notification for sharing of information.  
Determine Threat Level (TL) based on information assessment.  
Maintain open lines of communications on intelligence with state and local agencies.  
Review personal protective equipment (PPE) requirements and site entry protocols.  
Initiate a meeting of organizations based on assessment of conditions.  
Assign representative to development team for SOGs.  
Establish site security based on hot zone, warm zone, and safe zone,  
Assist in site evacuation of personnel.  
Provide shelter security for activation of shelters resulting from incident.  
Provide guidance or training for maintaining Chain-of Evidence process.  
Provide stand- by capability for security at hospitals and medical facilities.  
Establish ICS if first on scene.  
Other as identified by local law enforcement.

D. Fire and Rescue Personnel - Local

Provide services at level of certification or training.  
Assign representative to SOG development team.  
Provide fire suppression at site and surrounding location as required.  
Determine hot zone, warm zone and safe zones.  
Provide rescue and resource operation.  
Provide Emergency Medical Technician (EMT) level for medical assistance.  
Assist in evacuation of personnel from site.  
Determine area to be evacuated for public safety.  
Work with law enforcement for preservation of site evidence.  
Interface with Medic (EMS paramedic provider) on medical assistance issues.  
Develop new site entry protocols as part of SOG team development.  
Identify, to maximum extent possible, injured personnel and fatalities.  
Assist medical examiner with remains recovery.  
Establish ICS if first on scene.  
Be prepared to assume IC position as conditions change.  
Provide or arrange to assist with medical coverage at shelter site.  
Provide for medical monitoring of response personnel.  
Train personnel in signs and symptoms of chemical and biological agents.  
Provide IC and EOC with needs assessment for incident resolve.  
Observe site entry protocols.  
Assist with mass decontamination of on-site personnel.  
Services needs to be provided at a level of certification or training..

E. Emergency Medical Service - Provider

Assume lead role for on-site medical assistance.  
Develop interface with medical doctors for On-site triage patients.  
Develop procedures for notification of medical service providers.  
Assign representative to SOG development team.  
Identify to maximum extent possible injured personnel and fatalities.  
Assist medical examiner with remains recovery.  
Establish ICS if first on scene.  
Be prepared to assume IC position as conditions change.  
Provide or arrange medical monitoring of response personnel.  
Train personnel in signs and symptoms of chemical and biological agents.  
Provide IC or EOC with needs assessment for incident resolve.  
Observe site entry protocols.  
Assist with mass decontamination of on-site personnel.  
Other.

VII. CHAIN OF EVIDENCE

A. New Site Protocols

This process is part of the new site entry protocols and is crucial for ensuring preservation of any evidence collected. Although, this phase of the operation is very critical to incident resolve from start to finish, it should NEVER take precedence over LIFE SAFETY operations. The law enforcement services at local, state and federal levels will provide guidance on this part of the incident operation. All agencies, both primary and support must be aware of the importance of this issue.

B. Considerations

Do not throw away any debris or trash from scene.  
Debris removal will be controlled by law enforcement agency at local, state or federal level.  
Rescue personnel and medical personnel at the site and at the hospital will be familiar with this operation and will do all within their power to ensure preservation of evidence short of life safety or life and death situation. LIVE SAFETY ALWAYS COMES FIRST.  
Private contractors for debris removal MUST follow directions of law enforcement agencies.  
Other.

VIII. MASS DECONTAMINATION

This segment of response to terrorist incidents is very critical part of response. The ability to conduct mass decontamination of large numbers of people in a very short period is imperative to limit exposure, possible burden to hospitals, and spread contamination. The primary departments assigned to this program element are:

1. Avery County Volunteer Fire Departments
2. Mutual Aid Fire Departments for:
  - a. Dependable source of water
  - b. Adequate resources to conduct operation
  - c. Adequate workforce to perform mission.
  - d. Ability to conduct operation at multiple locations.

- B. Local resources will be the primary source for this program element. The state will also provide assistance and mutual aid requests can provide resources and personnel. In addition, elements of the military, North Carolina National Guard, and the Air National Guard can assist in this phase of operation. Prior agreement with local and state units listed above will be part of local and state plans that address mass/large-scale decontamination.

IX. PUBLIC INFORMATION

This area of response for incidents of terrorism or suspected acts of terrorism is critical to ensure public confidence, eliminate rumors, and provide accurate, timely information to concerned responders and to its citizens. This activity **MUST** be a joint effort by all levels of government and **MUST** be centrally located in the EOC setting. The establishment by local government of a Joint Information Center (JIC) with all levels of responding organizations of government present will be the basis for disseminating information to the media and the public.

X. DEMOBILIZATION/DEACTIVATION

This part of response and recovery from terrorist incidents will be determined by the EOC based on feedback and information from law enforcement agencies and will be based on threat level as defined by the lead agency (law enforcement). In addition, the Emergency Management Office will establish a time for critique by responding agencies and by recovery crisis management and consequences management efforts associated with the incident.

**BASIC PLAN  
Appendix 5  
DAM FAILURE**

**I. PURPOSE**

This Appendix provides basic information and concepts for coping with potential dam failure incidents within Avery County. It establishes a plan of action for coordination and support of emergency response operations to minimize the effects of the failure of a water-impounding dam upon the people and property of Avery County.

**II. SITUATION AND ASSUMPTIONS**

**A. Situation**

1. There are (3) high hazard or medium hazard dams in Avery County. These dams are identified in Appendix 3.
2. Failure of a dam can cause flash flooding of areas downstream and could pose significant safety and/or health concerns due to (the development in the flood plain, for example).
3. Early alerting of officials, coupled with timely notification of persons and property owners within the potential inundation area, is critical to the protection of life and property.
4. Initial emergency response efforts would focus on implementing warning and evacuation measures in the projected inundation areas, and/or urgent corrective measures to minimize the danger of dam failure or to release the impounded water under a controlled method.
5. Dam failure may be caused by: overtopping, structure failure (or damage), or seepage.
6. According to U.S. Army Corps of Engineers, a dam is labeled unsafe if all of the following conditions prevail:
  - (a) The spillway could not pass one-half of the probable maximum flood without the dam being overtopped.
  - (b) Such overtopping would probably cause the dam to fail.
  - (c) Failure of the dam would probably cause loss of life.
7. In most cases the dam owner is responsible for the safety of the dam.

**B. Assumptions**

1. Some dams are unsafe because they were not designed properly and some are unsafe because they have been improperly modified.

2. Dams over 15 feet high or impounding more than ten-acre feet of water are subject to State approved detailed engineering plans. Such plans have been approved before construction of such applicable dams in Avery County.
3. Land Quality Staff of the N.C. Department of Environment, Health, & Natural Resources is responsible for periodic inspection of high risk or medium risk dams and responds to emergency situations regarding dam safety through direct action and in cooperation with other public safety officials, dam owners, and downstream residents.
4. Persons or property owners in projected inundation areas will be informed of the potential hazard when floodplains and/or projected inundation areas are identified.
5. Emergency response personnel (e.g., fire, rescue, law enforcement, and emergency management) will be available with equipment and resources to assist in notifying and/or evacuating persons in projected inundation areas.
6. Private automobiles will be the primary means of transportation for evacuation movement. Available alternate transportation resources would be coordinated to support evacuation of those without transportation or special needs individuals (e.g., disabled, handicapped, elderly).
7. Persons could be isolated from their homes for extended periods of time and some whose homes may be destroyed or damaged, may be left homeless.

### III. CONCEPT OF OPERATIONS

This plan calls for:

- A. Prompt notification of local officials by the dam operators or others in the event of a condition at a dam which poses a threat downstream.
- B. The prevention or mitigation of the hazard by the dam operators, or owners, or by government action.
- C. The alerting and warning of the affected populace in the projected inundation area downstream by all means possible.
- D. Action taken will be based on emergency conditions as follows:
  1. Failure is Imminent or Has Occurred Condition - a problem that threatens the integrity of the dam or other structures that could cause serious downstream flooding. The situation may or may not allow time for remedial action. Corrective action such as a controlled drawdown of the reservoir may be implemented, which could cause river stages no higher than those normally experienced during natural flooding; or response may include immediate movement of downstream residents to higher ground. The warning signs that indicate a Failure is Imminent or has Occurred are similar to, but more severe than, the Potentially Hazardous Situation. These warning signs could include:
    - a. Major new structural defects such as a prominent crack, particularly when a new source of significant leakage flow is observed.

- b. Any abnormal change in shape or character of a dam especially if occurring over a short duration, and coincidental with a new source of significant leakage flow.
  - c. A major source of uncontrollable leakage flow passing over or through the dam at any place other than gates, spillway, or other points designed to release water.
  - d. Structural damage such as caused by earthquake or explosion, particularly when a new source of significant leakage flow is observed.
  - e. Structural damage caused by extremely high water levels which threaten to breach or overtop a non-overflow section of the dam.
2. Potentially Hazardous Situation - a problem that threatens the dam, which may allow days or weeks for remedial action. Corrective action could include a controlled drawdown of the upstream reservoir, which could cause river stages comparable to those experienced from natural flooding. A Potentially Hazardous Situation has the potential for escalating to a Failure is Imminent or Has Occurred Condition. The warning signs that indicate a Potentially Hazardous Situation include, but are not limited to:
- a. Abnormally high water levels behind a dam or flow through the spillway, which potentially could overtop the dam.
  - b. Anticipated high water levels due to extremely heavy rainfall in the watershed or upstream dam failures.
  - c. Structural defect such as an unusual crack in the dam which has the potential for threatening the integrity of the dam.
  - d. Any abnormal change in shape or character of the dam which could lead to breaching of the dam.
  - e. Water passing over or through the dam at any place other than gates, spillway, or other points designed to release water, which appears to have the potential for threatening the integrity of the dam.
  - f. Serious threat of sabotage or potential for seismic activity.
  - g. Abnormal decrease in normal operating pool level, which appears to be an indication of a major source of leakage.
  - h. Reports of potential dam failure conditions from external sources.
- E. The restriction of traffic into the inundation area.
- F. The evacuation of the populace to safe assembly areas outside the inundation area and the transportation of the evacuees to shelters using all means available to include privately owned vehicles, buses, ambulances, and local government owned vehicles.

- G. The selected evacuation of property such as livestock downstream, moored boats upstream or downstream, and the protection of selected facilities such as water works, sewage disposal plants, power stations, historical and archaeological sites, businesses, and industries, where feasible.
- H. The provision of public shelter for evacuees.

**IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

A. General

- 1. During periods of increased readiness resulting from any actual or imminent threat of a dam failure, Avery County’s emergency plans and procedures will be implemented to provide for appropriate response capabilities.
- 2. Unless noted otherwise, organization and responsibilities applicable to county, municipal, and local response agencies are specified in Annex 1 - Direction and Control.

B. Mitigation Phase

During day-to-day operations:

- 1. The Emergency Management Director will:
  - a. Maintain an inventory of high & moderate dams in Avery County and assure that periodic inspection is done of potentially unsafe dams.
  - b. Develop and keep updated a notification system (including a file of names, addresses and phone numbers of residents and property owners in the projected inundation areas) which will make possible the rapid notification of persons whose property may be affected. All available alerting systems, such as in-place warning sirens or signals, mobile sirens and PA systems will also be procedurally designed for use in the notification system.
  - c. Assist other departments in developing plans and procedures.
  - d. Assist in exercising plans and procedures.
  - e. Keep notification rosters current.
- 2. Municipalities and departments involved in emergency response will:
  - a. Develop plans and procedures.
  - b. Exercise their plans and procedures.
  - c. Keep notification rosters current.

C. Preparedness Phase

1. The Emergency Management Director will:
  - a. Alert appropriate officials, personnel.
  - b. Assure remedial actions possible are implemented.
  - c. Maintain appropriate monitoring of the situation.
  - d. Assure any appropriate public awareness notices are communicated.
  - e. Activate EOC when appropriate.
2. Supervisory personnel of response organizations will:
  - a. Alert key personnel.
  - b. Monitor the situation.
  - c. Insure necessary equipment is in a state of readiness.

D. Response Phase

Where appropriate, the EOC will be activated for direction and control of operational efforts. Otherwise, the Avery County Office of Emergency Management has the primary responsibility for coordinating resources and support.

E. Recovery Phase

1. Avery County government shall coordinate and support recovery operations. In the endeavor, damage assessment efforts to determine the extent of damage upon public and private property Countywide will be coordinated through the County EOC. (See Common Function 13 - Damage Assessment)
2. Avery County will coordinate with the NCEM to obtain necessary State and Federal assistance. (Source: Federal Disaster Relief Act of 1974 - Public Law 93.288, as amended).

**V. DIRECTION AND CONTROL**

- A. Each municipality should exercise its full authority in the execution of locally designed emergency operations plans and procedures. However, such activities should be coordinated with the Avery County Office of Emergency Management.
- B. Major emergency situations affecting the unincorporated portions of the County will be under the direct control of the Avery County government.
- C. Emergencies, which affect multi-jurisdictional areas, the county and municipalities, will be managed in a cooperative effort, each entity providing mutual support, as required. Unless the County EOC is activated, the Avery County Office of Emergency Management shall serve as the lead agency.

**VI. CONTINUITY OF GOVERNMENT**

A. County Government Line of Succession

1. County Commissioners: The line of succession for the Board of County Commissioners is from Chairman to Vice Chairman, continuing through the remaining board members according to their order of seniority. In the absence of the aforesaid officials, this line of succession would proceed to the County Manager.
2. Administration and Operations: In dealing with the subject at hand, the line of succession for County Management is from the County Manager to a designated person).
3. Preparedness and Coordination: The line of succession for County emergency preparedness and coordination is from the Emergency Management Director to a designated Emergency Management staff representative(s).
4. Departmental Support: The line of succession within each County department is according to respective published SOPs.

B. Documentation and Preservation of Records

Measures to maintain documents and accountability of operations, including preserving records, will be taken to ensure continued operation and/or reconstitution, if necessary, of County Government.

**VII. PLAN DEVELOPMENT AND MAINTENANCE**

- A. This attachment was developed and is maintained by the Avery County Emergency Management Director in conjunction with Avery County government. The Emergency Management Director will coordinate implementation of the plans and procedures addressing dam failure preparedness and emergency response efforts.
- B. This attachment shall be reviewed annually by the Avery County Office of Emergency Management. Changes and revisions will be coordinated with appropriate agencies having attending responsibilities.

**VIII. ATTACHMENTS**

- A. Appendix 1 - Flash Flood Safety Rules
- B. Appendix 2 – Notification & Warning Flow Charts
- C. Appendix 3 - High and Medium Hazard Dams List
- D. Appendix 4 - Emergency Actions Checklist - Dam Failure

**IX. AUTHORITIES AND REFERENCES**

- A. N.C. General Statutes Chapter 166A.
- B. Avery County Emergency Management Ordinance

**X. APPROVAL**

\_\_\_\_\_  
Emergency Management Director

\_\_\_\_\_  
Date

**Appendix 5**  
**Attachment 1**  
**FLASH FLOOD SAFETY RULES**

In many regions flash floods can strike with little or no warning. Local rains may be so intense that small creeks and streams are unable to accommodate so much water. Distant rain may be channeled into gullies and ravines, turning a quiet streamside campsite into a rampaging torrent in minutes.

**Observe these flash flood safety rules. They could save your life!**

- \* Keep alert for signs of rain (thunder and lightning), both where you are, and upstream.
- \* Be especially cautious at night. It's harder to recognize the danger then.
- \* Watch for rising water levels and don't try to drive where water is over the roads. Parts of the road may already be washed out.
- \* Abandon your vehicle if it stalls in a flooded area or if water begins to rise over the road, head for higher ground immediately. Floodwaters can rise rapidly and sweep a car (and its occupants) away.
- \* If you're caught in the house by suddenly rising waters, move to the second floor and, if necessary, to the roof. Take warm clothing, a flashlight, and portable radio with you. Then wait for help...don't try to swim to safety. Rescue teams will be looking for you.

**Appendix 5**  
**Attachment 2**  
**NOTIFICATION & WARNING FLOW CHARTS**

**IFLOWS GAUGES**

1. Hickory Nut gap
2. Bowers Gap
3. Grandfather Meadows
4. Roaring Creek
5. Newland

**Appendix 5**  
**Attachment 3**  
**HIGH OR MEDIUM HAZARD DAMS LIST**

1. Land Harbor POA Dam at Land Harbor, owned by Land Harbor POA
2. Grandfather Golf & Country Club Dam at Grandfather Golf and Country Club owned by Grandfather Golf and Country Club.
3. Lees McRae College Dam at Lees McRae College owned by Lees McRae College.

**ATTACHMENT 12  
APPENDIX 4  
EMERGENCY ACTION CHECKLIST - DAM FAILURE**

Emergency response agencies tasked with responding to the hazards identified as threats to Avery County can use the hazard specific checklists contained in this attachment. These checklists are not all-inclusive, but they cover key points.

This attachment may also contain suggested citizen instructions for major emergencies. These instructions can be used to expedite emergency public information measures. They contain general information for the threats.

**OFFICIAL ACTIONS**

**CHAIRMAN, COUNTY COMMISSIONERS**

- |                     |                          |   |
|---------------------|--------------------------|---|
| <b>Preparedness</b> | <input type="checkbox"/> | Assure the development of plans and procedures.                                       |
|                     | <input type="checkbox"/> | Assess potential threat (initial/long range).   |
|                     | <input type="checkbox"/> | Alert executive staff.  |
|                     | <input type="checkbox"/> | Determine the need for people protection/ evacuation of threatened areas.             |
| <b>Response</b>     | <input type="checkbox"/> | Direct activation of EOC, if needed.  |
|                     | <input type="checkbox"/> | Assemble and brief executive staff.   |
|                     | <input type="checkbox"/> | Determine course of action for dealing with the threat.                               |
|                     | <input type="checkbox"/> | Brief EOC agency representatives as appropriate.                                      |
|                     | <input type="checkbox"/> | Authorize media releases.   |
|                     | <input type="checkbox"/> | Oversee operations and maintain coordination through the Emergency Management Agency. |
| <b>Recovery</b>     | <input type="checkbox"/> | Oversee recovery activities.  |

**EMERGENCY MANAGEMENT COORDINATOR**

- |                     |                          |  |
|---------------------|--------------------------|--|
| <b>Preparedness</b> | <input type="checkbox"/> | Maintain inventory of dam sites.   |
|                     | <input type="checkbox"/> | Identify potential flood areas.  |
|                     | <input type="checkbox"/> | Develop systems for receiving and responding to pertinent information regarding dam sites. |
|                     | <input type="checkbox"/> | Assure required periodic inspections are made, recorded, and a response made.              |

Establish adequate means of alerting and warning in potential threatened areas.

**OFFICIAL ACTIONS**

Maintain Key Alert list

Maintain resources listings.

**Response**

Assure adequate initial emergency response.

Assure Dam Safety Staff, N.C. Land Resources Section (EHNR) are notified.

Assure on-scene command, coordination, and communications.

Activate alerting and warning as appropriate.

Alert Key Agencies/personnel/emergency support services.

Determine whether slowly developing, rapid developing, or instantaneous.

Notify State EOC.

Activate EOC as appropriate.

Request assistance as needed.

Advise appropriate agencies (state/federal/other need-to-know agencies).

**Recovery**

Coordinate debriefing/critique for all response agencies.

Prepare action reports regarding public assistance and relief required.

Assure mechanism for initiating required public assistance/relief.

Prepare/submit after-action report(s).

Review SOPs, revise as appropriate.

Oversee recovery activities.

**SHERIFF**

**Preparedness**

Assure alerting and warning system capabilities to include periodic testing.

Ensure liaison between law enforcement agencies.

Develop SOP for evacuation plan including routes, traffic control points, and adequate personnel.

Exercise evacuation plan.

**OFFICIAL ACTIONS**

- Response**
- Assign EOC representative when activated.
  - Activate alerting/warning system as appropriate.
  - Oversee evacuation and reentry as required.
  - Coordinate law enforcement response agencies.
  - Establish traffic control.
  - Assist public in evacuation and seeking shelter.
  - Maintain security of evacuated areas and shelter sites.

- Recovery**
- Debrief law enforcement.
  - Critique actions and processes performed during the emergency.
  - Provide law enforcement damage information to Commissioner Chairman, County Manager.
  - Control access to evacuated areas.
  - Prevent looting.
  - Prepare, submit after-action reports.

**EMERGENCY MANAGEMENT PUBLIC INFORMATION OFFICER**

- Preparedness**
- Disseminate public information (including shelter information) and news releases through EAS and other media.
  - Update public information.
  - Provide rumor control function.
  - Review Common Function 4 (PIO).

- Response**
- Coordinate and release information regarding the threat, the situation, the response, and the recommendations to the public.
  - Coordinate media briefings.
  - Serve as a member of the EOC when activated.

- Recovery**
- Ensure public awareness of recovery actions.
  - Assist in the development and execution of the recovery phase.
  - Participate in the critique and initiate actions for any improvements for public information.

## OFFICIAL ACTIONS

### **PUBLIC WORKS DIRECTOR**

- Preparedness**
- Develop procedures for response to damage to public property.
  - Prepare and maintain resource listing of equipment, materials, and manpower.
  - Review Common Function 9 (Public Works).
- Response**
- Provide needed barricades.
  - Call for mutual aid support (personnel and equipment) as needed.
  - Oversee debris removal and cleanup of public ways and properties.
  - Coordinate repair of public roads and facilities.
- Recovery**
- Check equipment and materials and repair or replace as needed.
  - Participate in debriefing, critique.
  - Prepare, submit after-action report.

### **HEALTH AND EMERGENCY MEDICAL SERVICES DIRECTORS**

- Preparedness**
- Review and update Common Function 10 (Health and Medical Services).
  - Maintain listing of resources, personnel, supplies, and equipment.
  - Plan for special care groups.
  - Maintain and exercise SOPs (Including mass casualty procedures, triage, treatment).
- Response**
- Direct medical and health operations.
  - Coordinate through county EOC when activated.
  - Assign medical personnel and equipment.
  - Furnish medical care, sanitation, and vector control.
  - Inspect all areas for sanitary/health problems.
  - Assist Medical Examiner.
  - Provide emergency care throughout.
  - Support key workers and shelterees.

## **OFFICIAL ACTIONS**

- Recovery**                  Maintain sanitation and medical care.
- Coordinate with all medical professionals as needed.

## **TRANSPORTATION DIRECTOR**

- Preparedness**            Maintain inventory of equipment, vehicles, and personnel for evacuation assistance.
- Review/update evacuation and transportation plans.
- Response**                  Transport evacuees as needed.
- Provide vehicles at staging area ready for use.
- Recovery**                  Coordinate evacuee reentry.
- Support EOC recovery plan.

## **AMERICAN RED CROSS**

- Preparedness**            Maintain updated shelter agreements.
- Review SOPs for sheltering and mass feeding.
- Maintain trained staff, including volunteers, for emergency response.
- Prepare crisis food management procedures.
- Response**                  Provide meals for emergency workers and victims.
- Maintain blood program and provide as needed.
- Open and operate shelters as required.
- Answer inquiries and inform families on status of victims and shelterees.
- Recovery**                  Participate in debriefing.
- Critique actions and procedures.
- Prepare after-action report.
- Participate in operation of Disaster Relief and Assistance Center when activated.

**OFFICIAL ACTIONS**

**DAMAGE ASSESSMENT OFFICER**

- |                     |                          |   |
|---------------------|--------------------------|---|
| <b>Preparedness</b> | <input type="checkbox"/> | Review SOP for making damage assessment.  |
|                     | <input type="checkbox"/> | Determine personnel and equipment needs.  |
|                     | <input type="checkbox"/> | Obtain stock of needed supplies.  |
| <b>Response</b>     | <input type="checkbox"/> | Provide support staff to assist Red Cross in operation of shelters as required. |
|                     | <input type="checkbox"/> | Participate in EOC control group.   |
| <b>Recovery</b>     | <input type="checkbox"/> | Provide staff for Disaster Assistance Center when activated.                    |
|                     | <input type="checkbox"/> | Participate in debriefing and critique.   |
|                     | <input type="checkbox"/> | Prepare and submit after-action report.   |

**BASIC PLAN**  
**Appendix 6**  
**EMERGENCY ENERGY PROGRAM**

**I. PURPOSE**

This appendix provides additional information to the Multi-Hazard Plan to effectively and expeditiously respond to energy emergencies and to meet the jurisdiction's responsibilities in cooperation with G.S. 113B-20, G.S. 113B-21, G.S. 113B-22, G.S. 113B-23, G.S. 113B-24 and the North Carolina Energy Policy Council's Emergency Energy Program.

**II. SITUATION AND ASSUMPTIONS**

**A. Situation**

1. A general energy emergency in the county could involve all facets of multi-hazards planning to include alert and notification, response, evacuation, and sheltering of partial or entire jurisdiction populations.
2. The threat of a major disaster caused by an energy crisis has greatly increased because of the increase in everyday usage of energy due to technology and the availability of energy forms to the populations. Comparatively, the conservation of energy usage has enhanced vulnerability of disaster through a regional approach to national security.
3. An energy crisis will exist upon finding by the Governor, that there is an actual or impending shortage or curtailment of usable, necessary energy resources to the extent that the maintenance of necessary services; and protection of public health, safety and welfare; or the maintenance of a sound basis state economy is imperiled.

**B. Assumptions**

1. An energy crisis/emergency could involve many hundreds of people within the jurisdiction without any warning.
2. An energy crisis/emergency may require the public to shelter-in-place or to evacuate, depending on conditions at the time of the emergency.
3. Plans will presume that most, but not all people affected by an energy crisis/emergency will follow instructions and shelter-in-place or relocate to their designated reception areas.
4. Public notification, warning, and evacuation, if required, will be in accordance with the Notification and Warning Annex #3 and evacuation policies and procedures described in the Evacuation and Transportation Annex # 11 of this Multi-Hazard Plan.
5. The local jurisdiction must cope with the situation, at least in the initial response phase, without any assistance from outside the jurisdiction. It is presumed that local emergency management services will restrict or reroute traffic and conduct evacuation and/or shelter-in-place protective actions as required.

6. Energy crisis/emergencies require certain actions to be taken to bring into balance the energy supply demand equation. Two types of action can be considered to adjust an imbalance: (1) Curtailment of demand, and (2) Allocation of available supplies.
7. Substantially more data collection for a better understanding of supply/demand patterns is necessary in order to effectively evaluate savings (and losses) of voluntary and mandatory conservation criteria.
8. It is presumed that the jurisdiction's emergency response personnel are aware of the resources and materials available to them to use in an energy crisis. Refer to county resource manual.

### **III. CONCEPT OF OPERATION**

The potential of an energy crisis/emergency exists in the county jurisdiction on a 24-hour basis in relation to the supply and demand for energy. There are two types of actions that can be considered to bring the energy supply demand equation into balance: (1) Curtailment of demand, and (2) Allocation of available supplies. Information from local government sources concerning energy producers, distributors, transporters, and consumers within the jurisdiction will be forwarded through the Area Emergency Management Office for passage to the designated state agencies. This information will be pooled to the NC Energy Policy Council to prepare the basis for a declaration. A declaration would provide provisions for the establishment and implementation of programs, controls, standards, priorities, and quotas for the allocation, conservation and consumption of energy resources; the suspension and modification of existing standards and requirements affecting or affected by the use of energy resources.

This plan recognizes that an energy crisis/emergency can change with time, and necessitate escalating the response to a higher level, or downgrading the response to lower levels as the situation is controlled. The level of response will be determined by the population and property threatened in relation to supply and demand levels.

This plan acknowledges that the primary issue will be fuel allocation and its process of application in the event of energy resource conservation measures. Still with the various forms of energy emergency potential i.e. electricity, coal, fuel, and natural gas; warning and notification of special populations, evacuation, sheltering in-place, and/or sheltering of populations could be required. Warning and notification, evacuation, and sheltering will be in accordance with Common Function #3, Common Function #11, Multi-Hazard Plan, respectively.

### **IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

- A. General: All agencies at the disposal of a local jurisdiction may be utilized during an energy crisis/ emergency. Therefore, all agencies will be responsible for informing and training their personnel on the potential of energy emergencies, standard operating procedures for responding to those emergencies, and specific means for gathering information to be forwarded through the chain of responsibility. All procedures should be updated as needed.
- B. Jurisdiction Responsibilities:
  1. Chairman, County Commissioners: In addition to specific assignments of responsibility identified in the basic plan, each annex, and other directives, the

Chairman of the County Commissioners will encourage cooperation of agencies, businesses, and citizens to mitigate an energy emergency.

2. County Manager: In addition to specific assignment of responsibility identified in this plan, the County Manager will:

- a. Ensure means are available within the jurisdiction to gather necessary information, i.e. fuel storage facilities, major distributors and end-user status, during the energy emergency status.
- b. Provide administrative support to the energy emergency efforts.
- c. Ensure timely and equitable implementation of the contingency and the energy program.
- d. Provide general assistance to the state in minimizing the adverse social and economic aspects of energy supply disruptions by encouraging recommended conservation programs both in the public and private sectors.

3. Emergency Management Coordinator: In addition to other duties and responsibilities will:

- a. Provide sources of information and coordination at the local level; assist the area staff and the energy policy council in obtaining the essential data for implementation of contingency plans, i.e. tertiary storage facilities, locations (town, county) of facilities and jurisdiction consumer status.
- b. Furnish timely information on the local supply and provide technical and educational assistance to wholesalers, wholesale purchase-consumers and end users. i.e. awareness programs of energy emergencies, form processing, and training programs.
- c. Maintain general awareness of supply and demand within the jurisdiction through the Local Emergency Planning Committee: SARA Title III information to include extremely hazardous and hazardous chemical facilities and petroleum distributors and products.

D. State Responsibilities:

1. The State Emergency Management Division is responsible for support in accordance with state statutes, when requested, to the local jurisdictions. The State Emergency Response Team (SERT) is available, as required, for assistance in the event of an accident. Most state agencies (especially those with a response role such as Environmental Management, Solid and Hazardous Waste, State Highway Patrol, National Guard and others) are available to assist local jurisdictions through the State Emergency Response organization.
2. North Carolina Energy Division; Department of Economic & Community Development:

- a. Coordinate the state effort to monitor the total energy situation on supplies imported into the state.
  - b. Maintain an awareness of weather and other social and economic factors having impact on energy supplies and demand.
  - c. Identify and determine the nature and severity of expected energy shortages.
  - d. Provide for daily communications with and gather information from significant energy producers, distributors, transporters and major consumers as determined by the Governor and the Energy Policy Council.
  - e. Provide data, carry out continuing assessments of the crisis situation and make recommendations to the Energy Policy Council for presentation to the Governor.
  - f. In situations of shortfall or distribution imbalance involving petroleum and non-utility coal which cannot be resolved locally, attempt to seek a solution through coordination with petroleum prime suppliers, wholesale-purchaser-resellers, North Carolina Coal Institute, the retail coal dealers, and Emergency Management (information coordination).
  - g. Administer any Federal and State mandatory allocation and/or rationing programs for petroleum as directed by the Governor and/or the Federal authorities.
  - h. Provide where possible, for assistance to end-users and consumers experiencing hardship and emergency situations.
  - i. In the event the Federal Government imposes Energy Conservation or other programs, the Energy Division (DOC) will become the coordinating and managing agency.
3. Area Coordinators:
- a. Maintain general awareness of the energy supply/ demand situation in respective areas.
  - b. Collect data and disseminate information to all local sectors as directed by the Emergency Management Division.
  - c. In any situation where a local solution cannot be found, the Energy Division should be notified through appropriate Emergency Management channels.

**V. DIRECTION AND CONTROL**

Upon the declaration of an energy crisis pursuant to G.S. 113B-20, the overall direction and control of emergency activities is vested with the Governor of North Carolina. Pursuant to G.S. 113B-23 the Energy Policy Council shall become the emergency energy coordinating body for the State.

**VI. CONTINUITY OF GOVERNMENT**

Lines of succession for agencies and officials involved in an energy crisis/emergency are in accordance with established procedures.

**VII. ADMINISTRATION AND LOGISTICS**

- A. Specific agency involvement and generation of standard operation procedures will be developed by the agencies to cope with any energy emergencies.
- B. Awareness and education of developed SOPs will be accomplished by the agencies administrative leaders. Coordination will be through the Emergency Management Coordinators and local government administrations.
- C. Local awareness and overall preparation for an energy crisis will be in accordance with the NC Energy Emergency Program.
- D. General response to an energy emergency within the jurisdiction will be coordinated through the Emergency Services Coordinator so as to allow for a cohesive application of response and flow of information throughout the chain of responsibility.

**VIII. PLAN DEVELOPMENT AND MAINTENANCE**

- A. The Emergency Management Coordinator will coordinate application of the Energy Emergency Program Plan within the jurisdiction.
- B. The plan will be updated as needed and/or directed and will be a part of the current Multi-Hazard Emergency Operations Plan for the jurisdiction.
- C. The Local Emergency Energy Plan will be approved by the Emergency Management Coordinator, the County Manager, and the Chairman of the County Commissioners, once acknowledged for local application.

**IX. AUTHORITIES AND REFERENCES**

- A. Emergency Energy Program; North Carolina Energy Policy Council.
- B. North Carolina General Statutes 113B-20, 21, 22, 23, 24.
- C. Guide for the Development of State and Local Emergency Operations Plans CPG-1-8, 1985 and CPG-1-8A, 1988.
- D. Local Emergency Ordinances.

**X. APPROVAL**

This attachment is approved by the undersigned:

Signature \_\_\_\_\_ Date \_\_\_\_\_  
County Manager

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Emergency Management Director

**Appendix 6  
Attachment 1  
ENERGY EMERGENCY REPORTING FORM**

Energy Division Use Only

Date Received: \_\_\_\_\_

Received by: \_\_\_\_\_

County Code: \_\_\_\_\_

Log # \_\_\_\_\_

Report for filing as requested by the Energy Division (N.C. Dept. of Commerce) when an energy crisis as defined in G.S. 113B-20 exists or may be imminent. (G.S. 143B -447).

EMERGENCY MANAGEMENT COUNTY INFORMATION

As requested by the Energy Division - N.C. Dept of Commerce

1. County \_\_\_\_\_
2. Date \_\_\_\_\_
3. Area Office \_\_\_\_\_
4. County EM Coordinator \_\_\_\_\_
5. Address of County Office (or Coordinator's Address)

\_\_\_\_\_

(address) (city) (state) (zip code)

6. Telephone \_\_\_\_\_ FAX Number \_\_\_\_\_

7. PETROLEUM SUPPLIER INFORMATION:

A. Supplier \_\_\_\_\_

B. Address of Supplier:

\_\_\_\_\_

(Address) (city) (state) (zip code)

C. Supplier Contact: \_\_\_\_\_ Telephone \_\_\_\_\_

FAX Number (if available) \_\_\_\_\_

D. Product	Current Inventory (gallons)	Storage Capacity (gallons)	Normal Inventory (gallons)
------------	-----------------------------------	----------------------------------	----------------------------------

- |                   |       |       |       |
|-------------------|-------|-------|-------|
| 1. Gasoline       |       |       |       |
| a. Leaded         | _____ | _____ | _____ |
| b. Unleaded       | _____ | _____ | _____ |
| 2. No. 2 Diesel   | _____ | _____ | _____ |
| 3. No. 2 Fuel Oil | _____ | _____ | _____ |
| 4. Kerosene       | _____ | _____ | _____ |
| 5. Propane        | _____ | _____ | _____ |
| 6. Other          | _____ | _____ | _____ |

E. Expected time current inventory will last under ordinary distribution demand \_\_\_\_\_

\_\_\_\_\_

F. Schedule for receiving additional stocks \_\_\_\_\_

\_\_\_\_\_

Do you request that the information contained in this report remain confidential? \_\_\_\_\_

**Completed by Emergency Management County Coordinator:**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Reviewed by Area Coordinator:**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**BASIC PLAN**  
**Appendix 7**  
**SEARCH AND RESCUE (SAR) PLAN**

**I. PURPOSE**

To provide a comprehensive plan of action for use during emergencies requiring operations for lost persons, missing aircraft, and missing watercraft. The plan is to outline the framework of responsibilities and operations for a successful SAR mission.

\* Although external influences such as family considerations, politics, economic factors, and public pressure are integral forces within the search mission. All resources will be directed to focus on locating the lost person. (Economical or otherwise)

**WE PLAN, TRAIN, AND SEARCH FOR THE LOST PERSON - NOT WHO GETS THE CREDIT.**

This plan is designed for use by the Avery County Search and Rescue Team, consisting of Avery County Rescue Squad, Linville Central Rescue Squad, Avery County Emergency Management, Law Enforcement, assisting organizations, private citizens, and State and Federal agencies in performing search missions originating or being conducted in Avery County.

**II. SITUATION AND ASSUMPTIONS**

- A. The Avery County Board of Commissioners (in response to a directive from the Governor of North Carolina asking each county to designate a county SAR Coordinating Agency) established the Avery County Department of Emergency Services as the Search and Rescue Coordinating Agency for Avery County. **At the sign of this plan, Avery County Rescue Squad, Linville Central Rescue Squad will be the coordinating agencies for Search & Rescue operations in County.**
- B. The most common SAR missions in North Carolina involve lost persons, missing aircraft, and missing watercraft. The extent of the operation may vary from individuals looking for an elderly resident of a rest home who has lost his way developing into a full scale SAR operation involving private, Local, State, and Federal resources.

**III. CONCEPT OF OPERATIONS**

- A. The **early notification** by concerned citizens of known or suspected lost persons, missing aircraft, or missing watercraft.
- B. The prompt execution of local SAR plans and standard operating procedures by predestinated individuals, especially trained in SAR operations to ensure effective SAR operations.
- C. The rapid identification of the need for essential operational personnel and equipment not available to local government, the prompt request for such resources, and the prompt provision of those resources by the private sector, Local, State, and Federal agencies.
- D. The continuous dissemination to the media and the public of all factual information concerning the SAR operation by an identified and predestinated individual familiar with acceptable Information Officer practices and the approval of the Incident Commander.

#### **IV. GLOSSARY, ABBREVIATIONS, AND ACRONYMS**

- A. AFRCC - US Air Force Rescue Coordination Center.
- B. NCSRDA - North Carolina Search and Rescue Dog Association, Inc.
- C. SAR - Search and Rescue, addresses the search function primarily.
- D. SAR Coordinating Agency - Agency vested with the responsibility and authority by law or directive for overall coordination of SAR missions for the protection of life and property. At the County level, this agency is the Avery County Office of Emergency Services; at the State level, it will be the Department of Crime Control and Public Safety, Division of Emergency Management; and at the Federal level, it will be the AFRCC.
- E. SAR Incident Commander - the person representing the SAR Coordinating Agency within a given geographic area.
- F. SAR Deputy Incident Commanders - the person representing the law enforcement agency who has jurisdiction in the area of the search and the person representing the rescue squad who has jurisdiction in the area of the search.
- G. IRT - Initial Response Team - Initial Response Team to a lost person report. Consisting of a representative from the Avery County Department of Emergency Services, the law enforcement agency of jurisdiction and the rescue squad of jurisdiction.

#### **V. RESPONSIBILITIES**

- A. Avery County Department of Emergency Management
  - 1. To identify trained SAR resources.
  - 2. To assure resources necessary to maintain effective ongoing SAR operations.
- B. Law Enforcement Agencies
  - 1. Avery County Sheriff's Department shall be responsible for all investigation aspects and entering the missing persons report with the N.C. Missing Persons Center for any SAR mission within the county, unless the city police department or other law enforcement agencies have jurisdiction and can provide these functions.
- C. Avery County Rescue Squad & Linville Central Rescue Squad
  - 1. Will be responsible for SAR operations in the County.
  - 2. To provide trained resources to maintain effective ongoing SAR operations.

## **VI. DIRECTION AND CONTROL**

- A. General
  - 1. Direction and control will be provided through the (NIIMS) Incident Command System and SOGs as established by the County's SAR plan.
  - 2. SAR operations which traverse from one political subdivision to another will require the use of the Unified Command System.
- B. The SAR Incident Commander and Deputy Incident Commanders are responsible for SAR operations involving all ground, air, lakes, and river areas within their political jurisdiction.
- C. State Government. Functions as a SAR supporting agency. State government assists local government in planning, training, and obtaining resources. It may however, assume operational control of any SAR mission at the request of the responsible official or whenever the situation involves a multi-county area and the Governor directs control due to the magnitude and severity of the operation. A prime example of this would be SAR operations conducted after a major hurricane onslaught affecting several counties and cities.
- D. Federal Government. In accordance with the National SAR Plan and Mutual agreement between the State of North Carolina and the ARRS, the AFRCC, and CGRCC will exercise operational control over all air and sea SAR missions. State and Local government assumes the supporting role at the request of AFRCC or CGRCC. The National Park Service controls all SAR operations within its jurisdiction and coordinates Local, State, and Federal support agencies.

## **VII. CONTINUITY OF GOVERNMENT**

The line of Succession will be:

- A. Avery County Rescue Squad & Linville Central Rescue Squad
- B. Avery County Department of Emergency Management
- C. Fire Chief or designee

## **VIII. ADMINISTRATION AND LOGISTICS**

- A. A **SAR Resource Manual** will be maintained by the Avery County Department of Emergency Services.
- B. Records and forms for SAR purposes will be acquired and maintained by the Avery County Office of Emergency Services. When possible, forms developed for use with the Incident Command System will be used for SAR documentation.

**IX. PLAN DEVELOPMENT AND MAINTENANCE**

- A. Annually, the SAR plan should be reviewed, along with the county’s SAR missions, SAR hazard analysis, resources lists, and make any recommendations or revisions as deemed necessary.
- B. Emergency response forces which participate in the SAR effort are responsible for the development and maintenance of their departmental SOG’s, mutual aid agreements, equipment inventories and personnel rosters. They should annually assist in the review of the SAR plan.

**X. AUTHORITIES AND REFERENCES**

- A. Avery County Commissioners Directive establishing Avery County Rescue Squad & Linville Central Rescue Squad as the SAR Coordinating Agency.
- B. Avery County Emergency Management
- C. NC. EOP, Division of Emergency Management, Depart. Crime Control & Public Safety
- D. United States Search and Rescue Plan, U.S. Air Force and U.S. Coast Guard.
- E. National Incident Management System SAR resource Typing.

**XI. APPROVAL**

This Search and Rescue Appendix is approved by the undersigned.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Director, Dept. of Emergency Management

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Sheriff, Avery County

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Chairman, County Commissioners

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Avery County Rescue Squad

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Linville Central Rescue Squad

**XII. DISTRIBUTION**

1. Avery County Communications Center
2. Avery County Rescue Squad
3. Avery County Sheriff's Department
4. U.S. Forest Service
5. Linville Central Rescue Squad
6. Avery County Fire Depts.

**Appendix 7**  
**Attachment 1**  
**SEARCH AND RESCUE**  
**STANDARD GUIDELINES PROCEDURES**

**I. First Notice**

Although some "lost person reports" require a little different response, in general, the following guidelines and procedures are to be used.

- A. The first response to a lost person report, by any agency will be the notification of the EOC Communications Center.
- B. The Communications Center will alert and notify the INITIAL RESPONSE TEAM.
- C. The INITIAL RESPONSE TEAM (IRT) will respond to the scene and conduct an initial interview and investigation.
  - 1. The (IRT) shall consist of a representative of the Avery County Rescue Squad, Linville Central Rescue Squad, Avery County Emergency Management and Avery County Sheriff's Department who has jurisdiction in the potential search area.
- D. The (IRT) will have the authority to initiate a SEARCH MISSION and callout procedures.
  - 1. The (IRT), based on the urgency of the situation, may request an alert or a callout for a SAR mission before they arrive on the scene.

**II. Responsibilities of the (IRT) personnel**

- A. Emergency Management representative
  - 1. Serve as Incident Commander and assure coordination of the team's functions.
  - 2. Start filling out (ICS Form 201).
  - 3. Interview reporting party or person.
  - 4. Complete Lost Person Questionnaire.
  - 5. Determine if there is a need for SAR resources or document the reasons for not beginning active searching.
  - 6. Assign a MISSION NAME.
  - 7. Obtain a mission number from "AVERY COUNTY EOC".
  - 8. Locate and mark PLS/LKP on map.
  - 9. Document all decisions and major actions on (ICS Form 201).

10. Document all resources called for and their arrival on-scene.
  11. Assign personnel to the organizational list on (ICS Form 201).
  12. Determine initial search area.
  13. Determine types of initial searches to be used (Hasty Searches, Road Patrols, Trackers) and where to use them (PLS/LKP, Trails, etc.)
  14. Order Incident Management Team.
  - 14 A. Begin ICS #211 for Arriving Resources.
  15. Assign personnel to assure resource management, documentation, and communication early.
- B. Avery County Sheriff's Department or other law enforcement representative.
1. Respond a law enforcement person to the scene and assign a trained SAR detective to the search (usually after the search has been in progress for 4-6 hours).
  2. Conduct interviews and begin investigation.
  3. Assist in completing the "LOST PERSON QUESTIONNAIRE".
  4. Assist in gathering, searching and planning data, determining the subject's behavior, the urgency of the mission and determining the initiation of the callout.

### **III. Callout Procedures**

The initial callout shall be conducted by the EOC Communications Center. All callouts will be on the authority of the Incident Commander. In the case of out-of-county searches, The EM duty officer shall be contacted first, and will instruct the EOC to contact the resources that have been requested by out-of-county agency.

A current list of SAR personnel will be kept in the EOC with all contact phone numbers and section assignments. It will be the responsibility of the SAR Ops. Officer to maintain this list, and the responsibility of each team member to update the SAR Ops. Officer on changes to the contact list.

A (SAR) committee needs to be named. Two members from each: Avery County Rescue Squad, Linville Central Rescue Squad, Avery County Emergency Management, Avery County Sheriff's Department & 1- SAR Operations Officer. The chairman will be elected out of the committee to serve a two-year term.

#### **IV. Search Mission Organization**

- A. All SAR missions will operate under the Incident Command System.
- B. Avery County Department of Emergency Management will provide an Incident Commander, with the law enforcement agency and rescue squad providing a Deputy Incident Commander, functioning under the Unified Incident Command System.
- C. The I/C and Deputy I/Cs will appoint persons responsible for assuring the success of the mission and the proper functioning of their sections or units. These persons will be appointed according to the capabilities within the areas of their expertise.
- D. The Command and General Staff will only be expanded as needed.
- E. The major functions that will be assured on all search missions are as follows:
  - 1. Incident Commanders - The I/C and Deputy I/Cs have overall responsibilities for the mission from start to finish and has the authority to facilitate all functions of the mission to assure effectiveness and efficiency. They are responsible for media relations, public relations, and family relations. Other responsibilities include assuring agency cooperation and coordination, and the safety of all persons connected with the mission. They have the authority to suspend the mission and to keep the County Manager and other jurisdictional officials aware of the operational and financial situation at all times. Supervision of the SAR mission should be only considered when an accumulative POD's for search area has reached 95 % or higher for the search area. Also the information involving this incident should be considered before suspending the mission.
  - 2. Command Staff - appointed as needed by the I/C. Consists of the Information Officer, Safety Officer, and the Liaison Officer.
  - 3. Operations Section - the I/C and Deputy I/Cs may appoint an Operations Chief to assure proper search operations, to include land, water, and air operations. The Operations Chief appoints team leaders, maintains security of all clues found, and assures proper briefing of all teams.
  - 4. Planning Section - the I/C and Deputy I/Cs may appoint a Plans Chief to assure proper planning for the mission. This section is responsible for supplying up-to-date situation reports, coordination and allocation of resources, maintaining all proper documentation, and obtaining any needed specialists.
  - 5. Logistics Section – the I/C and Deputy I/Cs may appoint a Logistics Chief to assure proper communication and logistical support for the mission. This section is responsible for all supplies and equipment needed, transportation functions, ground support, food, and communications for the mission.
  - 6. Finance Section - the I/C may appoint a Finance Chief to assure the proper financial support for the mission. This section is directly responsible for obtaining all finances, signing lease agreements, wage and hour requirements, insurance claims, investigating all accidents and loss of equipment. A total financial report is required for all missions.

- F. The I/C and Deputy I/Cs must pay special attention to the following mission aspects because research has found these to be constant problems on search missions.
1. Ambiguity of authority (command and control).
  2. Poor use of specialized resources.
  3. Assurance of adequate and proper communications.
  4. Poor planning and resource coordination.
  5. Inadequate logistical support.
  6. Unplanned media relations.
  7. Poor management practices.

**V. Resources**

- A. Persons responding from any organization, or as an individual, will not be accepted as part of the search mission team unless they are:
1. Physically capable
  2. Mentally capable
  3. Properly prepared with the proper clothing, supplies, and equipment indicated by the terrain and environment.
  4. Attained at least basic level SAR training.

**NOTE:**

It is our duty and responsibility to accept any resources which will offer additional manpower, equipment, or search expertise for the search mission; however, any organization, team, unit, or individual which becomes involved in the search mission will receive duty stations and duty assignments from unit, section, and command staff through the authority of the I/Cs. No one will be allowed to conduct any part of the search mission that is not planned in the Incident Action Plan or approved by the I/Cs.

**VI. Conditions of Lost Persons**

The following procedures will be used when the lost subject is found.

- A. **CODE A-100** will be transmitted to the Command Post if the subject is mobile and little or no medical care is needed.
- B. **CODE A-200** will be transmitted to the Command Post if the lost subject is NOT mobile, and a rescue operation is needed. Subject's medical condition will be transmitted on order from the Command Post.
- C. **CODE A-300** will be transmitted to the Command Post if the subject is DOA. The immediate area will be secured to await arrival of the proper authorities

**Appendix 7  
Attachment 2  
EOC COMMUNICATIONS LOST SUBJECT REPORT FORM**

DATE \_\_\_\_\_ TIME \_\_\_\_\_

NAME \_\_\_\_\_ SEX \_\_\_\_\_ AGE \_\_\_\_\_

PHONE \_\_\_\_\_ ADDRESS \_\_\_\_\_

WHERE LOST/OVERDUE \_\_\_\_\_

WHAT WAS THE SITUATION OF THE LOST \_\_\_\_\_

\_\_\_\_\_

COMPANIONS \_\_\_\_\_

WEIGHT \_\_\_\_\_ HEIGHT \_\_\_\_\_ COLOR OF HAIR \_\_\_\_\_ GLASSES \_\_\_\_\_

CLOTHES WORN: HAT \_\_\_\_\_ SHIRT OR DRESS \_\_\_\_\_

COAT OR JACKET \_\_\_\_\_ PANTS \_\_\_\_\_ SHOES \_\_\_\_\_

HEALTH CONDITION \_\_\_\_\_

MENTAL CONDITION \_\_\_\_\_

DATE LOST \_\_\_\_\_ TIME LOST \_\_\_\_\_

REPORTED BY \_\_\_\_\_ RELATION \_\_\_\_\_

LOCATION OF REPORTER \_\_\_\_\_

PHONE \_\_\_\_\_ ADDRESS \_\_\_\_\_

MISSION NO: \_\_\_\_\_ / \_\_\_\_\_ EX:01/97 NOTE: OBTAIN FROM EOC

**BASIC PLAN**  
**Appendix 8**  
**HAZARD SPECIFIC - EARTHQUAKE**

**I. PURPOSE**

This appendix describes the operational policies to be implemented for the purpose of minimizing the impact of an earthquake upon the citizens and the property of Avery County.

**II. SITUATION & ASSUMPTIONS**

A. Situation

1. Avery County along with the western half of the State of North Carolina has been classified as being in a moderate risk seismic zone, the earthquake threat originating from the following source zones, Southern Appalachian and East Tennessee seismic zones.
2. Of the twenty-one damaging earthquakes to damage North Carolina, six have centered within the state. Estimated recurrence rates (1) magnitude 2.0 quake every 2-3 months. A magnitude 3.0 about once a year, magnitude 4 every eight to nine years, magnitude 5 every 60 years and a magnitude 6 every 480 years. NOTE: No earthquake greater than 4.5 has occurred in the last 250 years.
3. Earthquakes are rapid releases of energy which have been stored along faults as plates do not slide smoothly past each other, rather locking together allowing stress to build once it exceeds the strength of the surrounding rock, an earthquake occurs. Damage depends on the magnitude of the quake, the distance from the source, type and thickness of the soil, type and quality of construction of Interstructure.

B. Assumptions

1. Earthquakes can happen at anytime, with no way to accurately predict when, where and at what magnitude they will be.
2. As such the structural hazards are mitigated through the North Carolina State Building Code for building in earthquake prone regions, factoring in seismic hazard analysis to be used in building design.
3. Mitigation of non-structural hazards through dissemination of public information and participation, the North Carolina Division of Emergency Management, Earthquake preparedness and Mitigation Program.
4. As a moderate risk zone, moderate risk/damage is what the citizens could expect from an earthquake centered within or adjacent to the state.

5. An earthquake may cause building damage, damage to roads, bridges, power outages, loss of communications, fire, gas leaks chemical spills, dam failures within the county.

### III. CONCEPT OF OPERATIONS

#### A. General

Realizing that no accurate scientific technology exists to predict an earthquake occurrence location or magnitude, this Attachment will be broken down into different phases:

<b>PHASE</b>	<b>EARTHQUAKE STATUS</b>
1. Mitigation	
2. Preparedness	Normal operations
3. Response	
4. Recovery	Earthquake occurrence

### IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

#### A. General

1. During and/or following an earthquake, Avery County's Emergency Operations Plans and Procedures will be implemented to provide for appropriate response to event and its results.
2. Unless otherwise noted, organizations and responsibilities applicable to county, municipal and local response agencies are specified in Common Function 1 - Direction and Control.

#### B. Mitigation/Preparedness Phase

1. During day-to day operations:
  - a. The Emergency Management Director will:
    1. Maintain and update the Earthquake Annex of the county's Multi-Hazard Plan
    2. Will release information to the public regarding earthquake awareness.
    3. Provide information or mitigation/protection of non-structural hazards present.
    4. Assist with other departments in developing plans and procedures.
    5. Assist in exercising plans and procedures.

- b. Municipalities and other departments involved in Emergency Response will:
  - 1. Develop plans and procedures.
  - 2. Exercise their plans and procedures.
  - 3. Keep notification rosters current.

C. Response and Recovery Phases

- 1. In the event of an earthquake's occurrence:
  - a. The Avery County's Emergency Operations Center will:
    - 1. Notify the Emergency Management Director.
    - 2. Alert EMS Manager, County Manager, Fire Marshal.
    - 3. Broadcast conditions over fire, EMS, and Rescue radio nets.
    - 4. Contact N.C. Emergency Management to verify with National Earthquake Center.
  - b. Emergency Management Director will:
    - 1. Consider activation of EOC.
    - 2. Notify key personnel according to SOP.
  - c. Supervisory Personnel of Response Organizations will:
    - 1. Alert key personnel
    - 2. Ensure equipment is in state.
  - d. EOC Activation
    - 1. Upon activation, the EOC shall serve as the primary point for direction and control of operational efforts during response and recovery phases.
    - 2. Generally, the Avery County EOC will be the primary point of contact through the Western Branch EM Office with the N.C. Division of Emergency Management (NCEM) in obtaining additional and necessary state or federal resources. Otherwise, the Avery County Office of Emergency Management has the primary responsibility for coordinating resources and support.

3. Avery County Government, through the EOC will coordinate damage assessment efforts to determine the extent of damage upon public and private property. (See Annex 13- Damage Assessment)
4. Avery County officials will coordinate with NCEM to obtain necessary state and or/federal assistance.

## V. DIRECTION AND CONTROL

### A. General

1. There are seven (7) municipalities within Avery County. Each municipality should exercise its full authority in the execution of locally designed Emergency Operations Plans and Procedures. However, such activities should be coordinated with the EOC.
2. Major emergency situations affecting the unincorporated portions of the county will be under the direction and control of Avery County Government.
3. Emergencies which affect multi-jurisdictional areas, the county and municipalities will be managed in a cooperative effort through a unified command structure through the EOC.
4. Specific function for Direction and Control are further outlined in Annex 1- Direction and Control.

## VI. CONTINUITY OF GOVERNMENT

### A. County Government Line of Succession

1. County Commissioners: The line of succession for the Board of County Commissioners is from the Chairperson to the Vice Chairperson, continuing through the remaining Board Members according to their seniority. In the absence of the aforementioned officials, the line of succession would proceed to the County Manager.
2. Administration and Operations: For dealing with the problems which are a result of the event and authorization of expenditures for county management is from the County Manager to the designated person.
3. Preparedness and Coordination: The line of succession for County Emergency Preparedness and Coordination is from the Emergency Management Director to the Assistant Emergency Management Director.
4. Department Support: The line of succession within each county department is the department head and his designated representative in accordance with their respective SOPs.

B. Documentation and Preservation of Records

Measures to maintain documentation and accountability of operations, including the preservation of records will be taken to ensure continued operation and/or reconstruction, if necessary of County Government.

VII. PLAN AND DEVELOPMENT & MAINTENANCE

A. Responsibility

1. This Hazard Specific Attachment is developed and maintained by Avery County Office of Emergency Management in conjunction with County Government. The Emergency Management Director will coordinate the implementation of plans and procedures addressing earthquake Preparedness and Emergency Response.
2. This Attachment shall be reviewed annually by the Avery County Office of Emergency Management. Changes and revisions will be coordinated with appropriate agencies having attending responsibilities.

VIII. DEFINITION OF TERMS

Earthquake - rapid releases of energy stored along faults or zones of weakness, where stress can accumulate due to plates not sliding smoothly across one another, rather lock together allowing stress to build.

Seismicity - The amount of earthquake activity.

Seismic Zone - A geographic area which experiences/receives earthquake activity.

Magnitude - is proportional to the ground shaking, which is related to the energy released and measured by the Richter Scale.

IX. ATTACHMENTS

Attachment 1- Earthquake Specific Emergency Action Checklist

Attachment 2- Earthquake Safety and Mitigation Information

Attachment 3- U.S. Earthquake Hazard Map

X. AUTHORITIES AND REFERENCES

A. N.C. General Statutes, Chapter 166 A

B. Avery County Emergency Management Ordinances

**XI. APPROVAL**

\_\_\_\_\_  
Emergency Management Director

\_\_\_\_\_  
Date

**Appendix 8**  
**Attachment 1**  
**EMERGENCY ACTION CHECKLIST - EARTHQUAKE**

**GENERAL PRECAUTIONS**

- Activate EOC when appropriate.
- Assign PIO.
- Continue to assess situation.
- Monitor activities.
- Initiate state of emergency as appropriate.
- Keep public informed of recovery efforts.
- Help determine priority of utility restoration.
- Assess phones, obtain cell phones.

**COUNTY MANAGER**

- Serve as liaison between executive and operations groups.
- Provide recommendations to commissioners/mayors.
- Critique actions taken during emergency.
- Coordinate County Staff operations.
- Ensure damage assessment operations and recovery activities are proceeding.
- Help determine priority of utility restoration.
- Coordinate Public Works restoration of roads and utilities.

**EM COORDINATOR**

- Alert key personnel.
- Institute Incident Command System.
- Maintain EOC's readiness for activation.
- Activate EOC when appropriate.
- Request additional resources, local, state as necessary.
- Initiate reporting from emergency services, private agencies and utilities.
- Establish liaison and operational guidance with field forces.
- Update emergency services of conditions affecting them.
- Provide PIO with updates for development of appropriate and necessary media releases.
- Provide PIO with safety information for the public. After an earthquake, fires are vast and widespread, due to carelessness with candles, gas power, etc.
- Notify public of shelters.
- Call the following and locate epicenter of earthquake and size and give information.
  - A. State EOC - 800-858-0368
  - B. National Earthquake Center in Colorado.

## **FIRE MARSHAL**

- Place fire, rescue, and EMS on standby.
- Assess situation.
- Establish command posts where needed.
- Evaluate affected areas as needed or as ordered.
  
- Organize environmental and building inspections department for damage assessment. Inspect and tag buildings: Green - O.K.  
Yellow - Limited Access; Exit Hazard, Red - Unsafe.

### **Rule of Thumb**

### **Earthquake at Epicenter**

Dishes broke	Intensity 4, MAG. 3.5
People run from house	Intensity 5, MAG. 4.5
Non-structural Cracks in wall	Intensity 6, MAG. 5.5
Cracked Masonry	Intensity 7, MAG. 6.0
Collapsed walls	Intensity 8, MAG.6.5

- Help determine priority of utility restoration.
- Assess utilities through appropriate agency.  
Electricity – MOUNTAIN ELECTRIC , Progress Energy.  
Phones - Contel  
Water/Sewer  
Radio Comm.  
Roads - Fire/Law; Report damages  
Public Works/DOT; Repair damages
- Contact State Dam Safety to inspect the dam.
- Coordinate recovery activities.
- Conduct debriefings.
- Critique actions.
- Keep log of incident/will need help.

## **EMS MANAGER**

- Help determine priority of utility restoration.
- Determine access and medical support options, medical helicopters, fixed wing transports.
- Medical triage, two local doctor's offices for walk-ins.
- Determine if patients can be transported to hospital out of town -  
Johnson City, TN, Morganton ,Asheville
- Spread units out and prepare for aftershocks.
- Set up triage areas.

## **LAW ENFORCEMENT**

- Help evaluate.
- Assess Roads.
- Report damaged areas.
- Provide security, prevent looting, and set up 24-hour shifts. Report additional manpower needs to EM.
- Hand out safety information to public.
- Establish traffic controls, roadblocks etc.....
- Assist in recovery.
- Critique actions taken during emergency.

## **RESCUE & FIRE DEPARTMENTS**

- On stand-by
- Fire Suspension
- Gas leak mitigation.
- Damage reporting and assessment.
- Patrol area.
- Assist in Search and Rescue of collapsed buildings & water rescue

**Appendix 8**  
**Attachment 2**  
**EARTHQUAKE SAFETY**

The western half of the State of North Carolina is classified as being located within a moderate risk seismic zone.

As such, moderate risk is what we as citizens within the western half of the State could expect from an earthquake centered within or adjacent to the State.

Our threat from earthquakes comes largely from the Eastern Tennessee seismic zone and Southern Appalachian seismic zone. These are due to faults beneath the earth where the earth plates are attempting to pass.

During the past 250 years, North Carolina has had some 21 earthquakes strong enough to cause architectural damage, 60 of which have been centered within the State.

Realizing there is no accurate means in which Science can predict when, where and how strong the next quake will be, we as citizens can recognize and reduce non-structural earthquake hazards in the built environment to have home and work place as safe as possible. Such activities include:

Securing book cases, computer equipment, light fixtures, and other objects, which could easily fall and pose an injury hazard? Covering your windows with plastic film. Identifying essential equipment, note, could it fall or could something fall on it. Once you have completed the survey, go to the local hardware store, purchase velcro, angle iron, bolts, strapping and other devices to reduce these risks.

Before an earthquake, just like other hazards, such as individual and family disaster planning, floods, winter storms and tornadoes, plan and practice what you and your family will do during an earthquake.

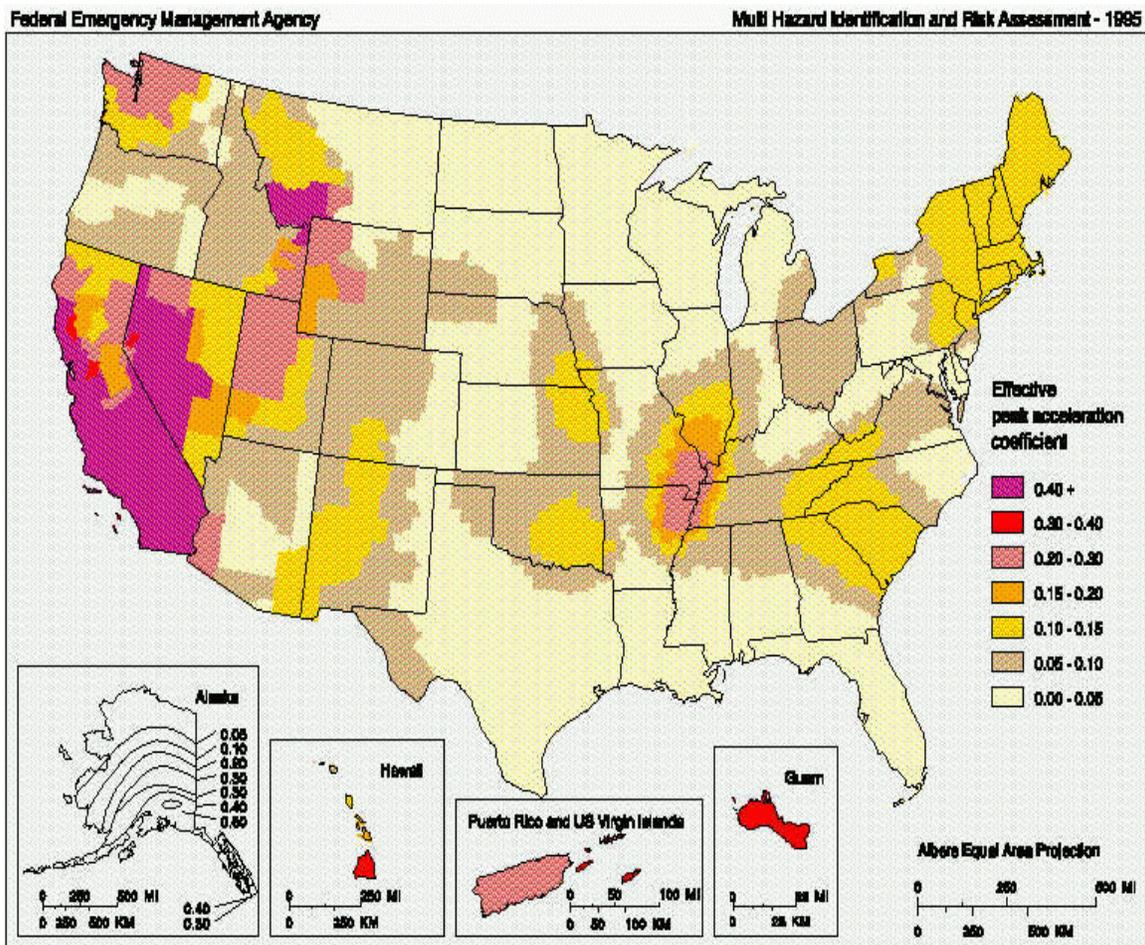
Take cover as soon as you feel the ground shake. Duck under a strong table or chair, protect your head. Hold onto the table to keep it over you during the quake. Have a disaster plan for school and a contact outside so everyone can check in. Make sure you have supplies to keep you and your family fed and warm for 72 hours.

After a quake, look for broken glass, gas leaks, power lines, chemical spills, and other things, which could pose a health or safety hazard?

Know how to turn off gas, electrical and water supply. Use safe alternative heating and light source.

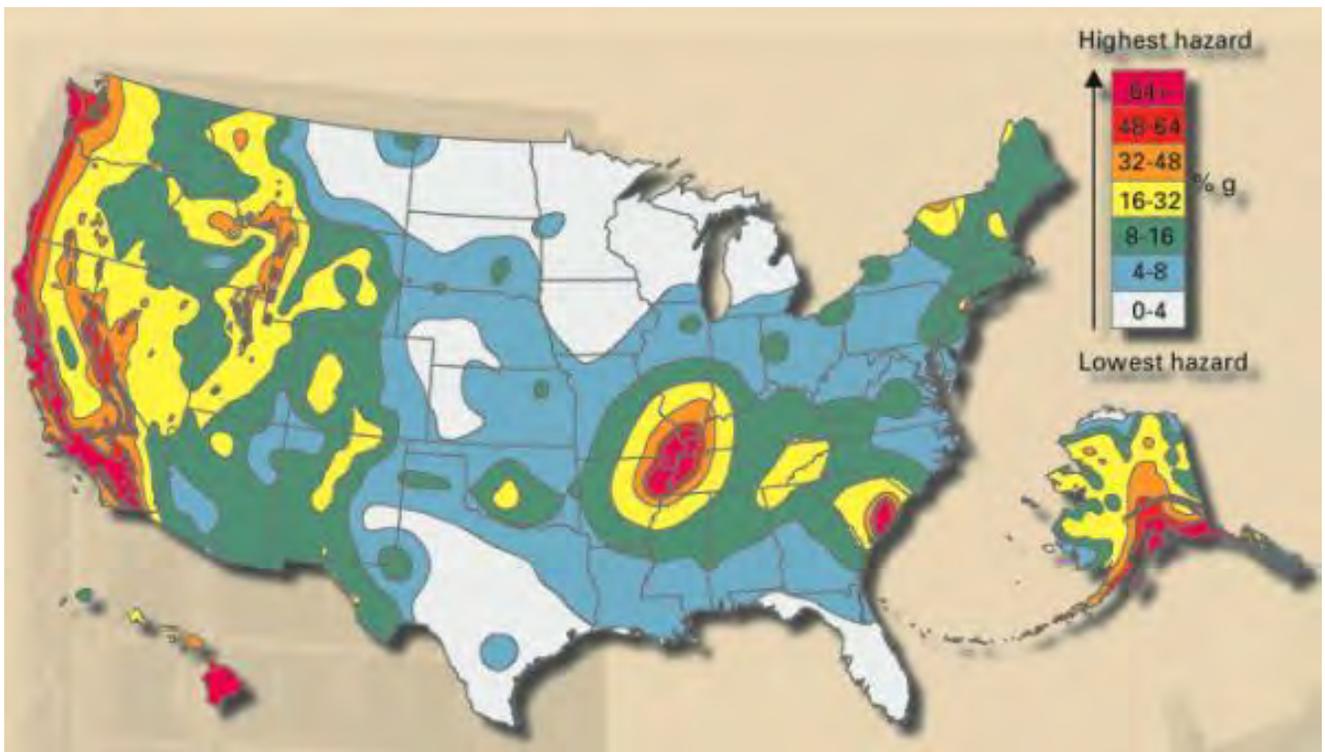
Remember: Earthquakes can happen anytime, you will receive no warning. Be prepared and mitigate your home.

**Appendix 8  
Attachment 3  
U.S. EARTHQUAKE MAP**



**Map 16-1** Spatial variation in the effective peak acceleration coefficient ( $A_g$ ) for the United States.  
Data not available for American Samoa  
(Source: Map 1 in 1994 edition of the NEHRP Recommended Provisions)

Appendix 8  
Attachment 4  
SOUTHEAST HAZARD MAP



**Appendix G**  
Avery County Solid Waste Ordinance

**AVERY COUNTY  
NORTH CAROLINA**

**SOLID WASTE MANAGEMENT ORDINANCE  
2001**

**PREAMBLE: An Ordinance for the management of solid waste to  
prevent dangers or threats to the health and safety of the  
Avery County populace.**

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# **ORDINANCE FOR THE MANAGEMENT OF SOLID WASTE**

## **1.0 PURPOSE, JURISDICTION, PRIOR ORDINANCES REPEALED**

- 1.1** The purpose of this ordinance is to regulate the storage, collection, and disposal of solid waste in Avery County. This ordinance is adopted pursuant to the authority contained in G. S. 153A-121, 132.1, 136, 274 through 278, and 291 through 293 and 130A, 309.09, 309.09A, 309.09B, and 309.09D. Unless otherwise indicated, the ordinance applies to both publicly owned and privately owned municipal solid waste management facilities located in Avery County.
- 1.2** To the extent that any prior Avery County ordinance is in conflict with this ordinance, same is hereby repealed. Except as provided in this section, the provisions of this article shall not be applicable to and shall not be enforced within the corporate limits or jurisdiction of any municipality in Avery County. A municipality may come within the provisions of this ordinance at any time by mutual agreement with the county by the adoption of an appropriate resolution by the governing body of such municipality pursuant to G.S. 158A-122 agreeing that this ordinance shall be enforced within the corporate limits of the municipality.
- 1.3** In administering this ordinance, Avery County and any municipalities therein may, pursuant to an inter-local agreement, form a joint agency, designate a local agency or create a solid waste and litter control department within either Avery County or any municipal government. Under the supervision of the County Manager, there shall be a director of solid waste and litter control who shall have the overall responsibility for administering this ordinance. The County Manager shall have the authority to hire appropriate staff including litter control officers. Until such time as any such joint agency or solid waste and litter control

department is formed, the Avery County Manager shall be the designee for the enforcement of this Ordinance, and an officer designated by the Sheriff of Avery County shall be the Litter Enforcement Officer in charge of enforcing and administering this ordinance.

- 1.4** It shall be unlawful for any person to interfere with, hinder, molest, resist or obstruct the Litter Enforcement Officer while the Litter Enforcement Officer is carrying out any duty created under this ordinance.

**2.0 DEFINITIONS**

The following definitions apply in the interpretation and enforcement of this ordinance:

- A. Administrator: The administration and enforcement of this ordinance shall be the duty of the County Manager. The County Manager may amend the Avery County Solid Waste Management Plan or Ordinance from time to time after giving notice of intent to do so by publishing notice to the media in the county at least ten (10) days prior to the proposed revisions being made to the Board of County Commissioners for consideration and adoption.
- B. Applicable health regulations: Rules or regulations adopted by the state board of health or the county board of health, or both, pertaining to the management and disposal of solid waste. This definition shall include, but is not limited to, the "Rules and Regulations Providing Standards for Solid Waste Disposal," adopted by the state board of health as set forth in Bulletin No. 411, dated April, 1971. As amended, adopted or now in effect, compliance with all such regulations is required as provided in this chapter.
- C. Board: Board of Commissioners of Avery County.

- D. Bulky Waste: Large items of solid waste such as furniture, large auto parts, trees, branches, stumps, and other oversize wastes whose large size precludes or complicates their handling by normal solid waste collections, processing, or disposal methods.
- E. Collection: The act of removing solid waste (or materials that have been separated for the purpose of recycling) to a transfer station, processing facility, or disposal facility.
- F. Commercial solid waste: All types of solid waste generate by stores, offices, restaurants, warehouses, and other non-manufacturing activities, excluding residential and industrial waste.
- G. Construction and demolition waste: Solid waste resulting solely from construction, remodeling, repair, or demolition operations on buildings, excluding residential and industrial waste.
- H. Department: The North Carolina Department of environment, health and Natural Resources.
- I. Garbage: All putrescible waste, including animal offal and carcasses, and recognizable industrial by-products, but excluding sewage and human waste.
- J. Hazardous waste: Solid waste, or a combination of solid wastes, that because of its quantity, concentration or physical, chemical or infectious characteristics may:
  - 1. Cause or significantly contribute to an increase in mortality or an increase in serious irreversible or incapacitating reversible illness; or
  - 2. Pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, disposed of or otherwise managed.
- K. Health director: The director of the Toe River Health District or his authorized representative.
- L. Household solid waste: Trash, garbage and refuse resulting from the normal operation of a household and which is routinely placed in a

container or can for disposal. Household solid waste is not intended to include tree limbs, stumps, brush, rocks or substances accumulated from the destruction, construction or repair of a building or yard, such as cement, brick or lumber. It also does not include discarded furniture, household appliances, automobile parts or objects that constitute a hazard to the collector or the equipment used to collect and transport solid waste. The definition of solid waste includes household solid waste.

- M. Incineration: The process of burning solid, semi-solid, or gaseous combustible wastes to an inoffensive gas and a residue containing little or no combustible material.
- N. Industrial solid waste: Solid waste generated by industrial processes and manufacturing.
- O. Inert debris: Solid waste that consists solely of material that is virtually inert and that is likely to retain its physical and chemical structure under expected conditions of disposal.
- P. Institutional solid waste: Solid waste generated by educational, health care, correctional, and other institutional facilities.
- Q. Land-clearing debris: Solid waste that is generated solely from land-clearing activities.
- R. Landfill: A disposal facility or part of a disposal facility where waste is placed in or on land and that is not a land treatment facility, a surface impoundment, an injection well, a hazardous waste long-term storage facility or a surface storage facility.
- S. Liquid Waste: Waste as defined in the "Solid Waste" definition in #LL of this document.
- T. Management of solid waste: The control, storage, collection, transportation and disposal of all forms of solid waste.
- U. Medical waste: Any solid waste that is generated in the diagnosis, treatment, or immunization of human beings or animals, in research pertaining thereto, or in the production or testing of biologicals, but does

not include any hazardous waste, radioactive waste, household waste as defined in 40 C.F.R. 261A(b)(1), or those substances excluded from the definition of "solid waste" in this ordinance.

- V. Municipal solid waste: Solid waste resulting from the operation of residential, commercial, industrial, governmental, or institutional establishments that would normally be collected, processed, and disposed of through a public or private solid waste management service. Municipal solid waste does not include hazardous waste, sludge, or solid waste from mining or agricultural operations.
- W. Municipal solid waste management facility: Any publicly- or privately-owned solid waste management facility permitted by the Department that receives municipal solid waste for processing, treatment, or disposal.
- X. Open dump: The consolidation or collection of solid waste from one or more sources at a disposal site which has unsanitary conditions, insignificant or no cover, or insignificant or no management. This term shall include any disposal area that has not been approved by applicable health regulations.
- Y. Pathological waste: Human tissues, organs, and body parts, and the carcasses and body parts of any animals that were known to have been exposed to pathogens that are potentially dangerous to humans during research, were used in the production of biologicals or in in-vivo testing of pharmaceuticals, or that died with a known or suspected disease transmissible to humans.
- Z. Person: Any individual, corporation, company, association, partnership, unit of local government, state agency, federal agency, or other legal entity.
- AA. Putrescible: Solid waste capable of being decomposed by microorganisms with sufficient rapidity as to cause nuisances from odors and gases, such as kitchen wastes, offal, and animal carcasses.

- BB. Processing: Any technique designed to change the physical, chemical, or biological character or composition of any solid waste so as to render it safe for transport; amenable to recovery, storage, or recycling; safe for disposal; or reduced in volume or concentration.
- CC. Radioactive waste: Waste containing any material, whether solid, liquid, or gas, that emits ionizing radiation spontaneously.
- DD. Recycling: The process by which solid waste or recovered materials are collected, separated, or processed, and reused or returned to use in the form of raw materials or products.
- EE. Refuse: Solid waste, other than garbage or ashes, from residences, commercial establishments, and institutions.
- FF. Regulated medical waste: Blood and body fluids in individual containers in volumes greater than 20 ml., microbiological wastes, and pathological waste that has not been treated pursuant to rules promulgated by the Department.
- GG. Resource recovery: The process of obtaining material or energy resources from discarded solid waste that no longer has any useful life in its present form and preparing the solid waste for recycling.
- HH. Sanitary landfill: A facility for disposal of solid waste on land in a sanitary manner in accordance with the rules concerning sanitary landfills adopted pursuant to G.S. Ch. 130A, article 9.
- II. Scrap tire: A tire that is no longer suitable for its original, intended purpose because of wear, damage, or defect.
- JJ. Septage: Solid waste that is a fluid mixture of untreated and partially treated sewage solids, liquids, and sludge of human or domestic origin that is removed from a septic tank system.
- KK. Sharps: Needles, syringes, and scalpel blades.
- LL. Sludge: Any solid, semisolid, or liquid waste generated from a municipal, commercial, institutional, or industrial wastewater treatment plant, water

supply treatment plant, or air pollution control facility, or any other waste having similar characteristics and effects.

MM. Solid waste: Any hazardous or non-hazardous garbage, refuse, or sludge from a waste treatment plant, water supply treatment plant or air pollution control facility, domestic sewage and sludges generated by the treatment thereof in sanitary sewage collection, treatment and disposal systems, and other material that is either discarded or is being accumulated, stores or treated prior to being discarded, or has served its original intended use and is generally discarded, including solid, liquid, semisolid, or contained gaseous material resulting from industrial, institutional, commercial, and agricultural operations, and from community activities. The term does not include:

1. Fecal waste from fowls and animal other than humans;
2. Solid or dissolved material in
  - a. Domestic sewage and sludges generated by treatment thereof in sanitary sewage collection, treatment, and disposal systems that are designed to discharge effluents to the surface waters;
  - b. Irrigation return flows; and
  - c. Wastewater discharges and the sludges incidental to and generated by treatment which are point sources subject to permits granted under Section 402 of the Water Pollution Control Act, as amended (P.L. 92-500), and permits granted under G.S. 143-215.1 by the Environmental Management Commission.
3. Oils and other liquid hydrocarbons controlled under Article 21A of Chapter 143 of the General Statutes.
4. Any source, special nuclear or byproduct material as defined by the Atomic Energy Act of 1954, as amended (42 U.S.C. 2011);

5. Mining refuse covered by the North Carolina Mining Act, G.S. 74-46 through 74-68 and regulated by the North Carolina Mining Commission.
- NN. Solid waste collector: Any person who collects or transports solid waste.
- OO. Solid waste disposal site: A location at which solid waste is disposed of by incineration, sanitary landfill, or other approved method.
- PP. Solid waste facility: Land, personnel, equipment or other resources of solid waste.
- QQ. Solid waste receptacle: Container used for the temporary storage of solid waste while awaiting collection.
- RR. Source separation: Setting aside recyclable materials at their point of generation by the generator.
- SS. Tire: A continuous solid or pneumatic rubber covering encircling the wheel of a motor vehicle as defined in G.S. 20-4.01(23).
- TT. Transfer station: A site at which solid waste is concentrated for transport to a processing facility or disposal site. A transfer station may be fixed or mobile.
- UU. Used oil: Any oil that has been refined from crude oil or synthetic oil and, as a result of use, storage, or handling, has become unsuitable for its original purpose.
- VV. White goods: In operative and discarded refrigerators, ranges, water heaters, freezers, and other similar domestic and commercial large appliances.
- WW. Yard trash: Solid waste consisting solely of vegetative matter resulting from landscaping maintenance.

### **3.0 STORAGE AND DISPOSAL**

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

- B. Garbage shall be stored only in a container that is durable, rust resistant, nonabsorbent, watertight, and easily cleaned, with a close-fitting, fly-tight cover in place, with adequate handles or bails to facilitate handling. The capacity of the container may not exceed a maximum capacity of 35 gallons unless the containers are equipped with casters and can be serviced by being rolled to a collection vehicle, if applicable. Municipalities/residential solid waste receptacles, as defined by this ordinance, may also be used for storage provided they meet the requirements of this subsection. The number of containers shall be adequate to store one week's accumulation of garbage. Each container shall be kept clean so that no odor or other nuisance condition exists.
- C. Refuse shall be stored in a manner that will resist harborage to rodents and vermin and will not create a fire hazard. Regulated refuse under this subsection includes, but is not limited to, lumber, boxes, barrels, bottles, cans, tires, paper, cardboard, rags, old furniture and other bulky waste, and white goods. Useful materials, such as firewood and building materials, may be stored on the premises, provided they are stored in a safe manner at a reasonable height above ground.
- D. No owner, occupant, tenant, or lessee of a building or dwelling may place or leave, or cause to be placed or left, outside the building or dwelling any bulky waste for longer than 72 hours.
- E. No owner, occupant, tenant, or lessee of any building or dwelling may leave outside the building or dwelling, in a place accessible to children, any abandoned or unattended icebox, refrigerator, or other receptacle that has an airtight door without first removing the door.
- F. Solid waste shall be disposed of only in one of the following ways:
1. In a landfill approved by the Department;
  2. In an incinerator that has all required local, state, and federal control permits;

3. By any other method, including recycling and resource recovery, that has been approved by the Department.
- G. In addition to the methods listed in subsection G., above, refuse may be disposed of in municipalities/residential solid waste receptacles provided by the county.
- H. No person may discard, dispose, leave, or dump any solid waste on or along any street or highway or on public or private property unless such solid waste is placed in a municipalities/residential receptacle or at a location designated for the deposit of solid waste.
- I. Construction wastes must be disposed of at disposal sites approved and permitted by the Department.
- J. Regulated medical, hazardous, and radioactive waste must be disposed of according to written procedures approved by the Department.
- K. Any person collecting and transporting solid waste generated on such person's property for disposal at an approved disposal site shall comply with Sections 6.6 of this ordinance.
- L. All sharps shall be placed in a sealed, puncture-proof container prior to disposal.
- M. Open burning of solid waste is prohibited.

#### **4.0 TRANSFER STATION MANAGEMENT**

- A. The County Transfer Station may be used for the disposal of solid waste by county residents and nonresident property owners. The Transfer Station shall be open during business hours as established by the Board of Commissioners. In emergencies, the Transfer Station may be opened for additional hours as directed by the County Manager or the Manager's representative. Except when open during regular business hours the Transfer Station shall be kept locked and entry shall not be permitted. Solid waste shall be disposed of at the Transfer Station in the manner and according to procedures established by the County Solid Waste Director.

- B. The following wastes may not be disposed of at the Transfer Station:
1. Burning or smoldering materials, or any other materials that would create a fire hazard;
  2. Hazardous waste;
  3. Lead-acid batteries;
  4. Liquid waste;
  5. Untreated regulated medical waste;
  6. Radioactive waste;
  7. Tires; unless they have been halved or shredded;
  8. Used oil;
  9. White goods;
  10. Yard trash.
- C. No person may loiter or rummage about the Transfer Station or remove articles therefrom.
- D. No person may deposit material at any point of the Transfer Station except where indicated by authorized employees of the Transfer Station or by official signs.
- E. No person may discharge firearms, fireworks, or explosive on Transfer Station property.
- F. The maximum allowable speed of vehicles at the Transfer Station is ten miles an hour.
- G. The above rules shall also apply to any open sanitary landfill should any be established in Avery County in the future.

## **5.0 CONVENIENCE CENTERS**

- A. Municipality/residential solid waste receptacles are maintained at convenience center sites throughout the county for the convenience of county residents, and nonresident property owners, on land owned or leased by the county. Solid waste may be deposited in the

municipality/residential receptacles only in accordance with the provisions of this ordinance.

B. The following wastes may not be deposited in municipality/residential solid waste receptacles:

1. Asbestos;
2. Burning or smoldering materials, or any other materials that would create a fire hazard;
3. Commercial waste;
4. Construction waste;
5. Hazardous waste;
6. Industrial waste;
7. Institutional waste;
8. Lead-acid batteries;
9. Liquid waste;
10. Radioactive waste;
11. Regulated medical waste;
12. Tires;
13. Used oil;
14. White goods;
15. Yard trash;
16. Sludges;
17. Barrels;
18. Sharps not properly contained.

C. All solid waste intended for disposal in a solid waste receptacle shall be deposited inside the container. No solid waste may be left at the solid waste receptacle site outside the receptacle.

D. No person may remove any item from a solid waste container, climb on or into a container, or damage any container.

## **6.0 ILLEGAL DUMPING PROHIBITED**

### **6.1 Deposit near water or upon street or highway prohibited.**

It shall be unlawful for any person to place, discard, dispose, leave or dump any trash, debris, garbage, litter, discarded cans or receptacles, or any waste matter whatsoever upon the banks of or in live or drainage water, a street or highway within Avery County or upon any property within the county unless such trash, debris, garbage, litter, discarded cans or receptacles, or any waste matter is placed in an authorized and lawfully designated location or container for removal by an authorized solid waste collector, or properly deposited at a convenience center operated by Avery County during the hours of operation of said convenience center. It shall be unlawful for any person to scatter, cast, throw, place, sweep or deposit anywhere within Avery County any litter in such manner that it may be carried or deposited by the elements upon any street, sidewalk, alley, body of water, sewer, parkway, lot, public property or private property. Any such unauthorized accumulation of litter is hereby declared to be a public nuisance and is prohibited.

### **6.2 Dumping on County Property Prohibited.**

It shall be unlawful for any person to place, discard, dispose, leave or dump any trash, debris, garbage, litter, discarded cans or receptacles, or any waste matter whatsoever upon county-owned property unless it is placed in an authorized and lawfully designated location, or container.

### **6.3 Owner, lessee, etc., not to permit accumulation.**

It shall be unlawful for any lessor or owner, lessee or occupant, or any agent, servant, representative of any such owner, lessee or occupant, having control of any lot or land in the county, regardless of whether the lot is occupied or not, to permit or maintain on any such lot or land, any unsanitary accumulation of any waste matter whatsoever.

#### **6.4 Other Prohibited Practices.**

- (a) Refrigerators and other airtight containers. It shall be unlawful for any person to discard or abandon any icebox, refrigerator, or other container, device or equipment of any kind with an interior storage area of more than 1 1/2 cubic feet of clear space which is airtight, without first removing the door or hinges from such icebox, refrigerator, container, device or equipment. This provision is to prevent entrapment and possible suffocation of children playing in or around such appliances. This subsection shall not apply to any icebox, refrigerator, container device or equipment which is being used for the purpose for which is/was originally designated, or is being used for display purposes by any retail or wholesale merchant, or is crated, strapped or locked to such an extent that it is impossible for a child to obtain access to any airtight compartment thereof.
- (b) Failure to correct litter conditions. Failure of the owner, occupant or proprietor to remove or correct litter conditions within ten days after appropriate notice from the Litter Enforcement Officer shall be a violation of this Ordinance.

#### **6.5 Duty of owner, lessee, etc., to remove.**

It shall be the duty of any lessor or owner, lessee or occupant of any lot or land to remove or properly dispose of or cause to be removed or properly disposed of any open dump or unsanitary accumulation as often as may be necessary to comply with this ordinance, and if the requirements of this ordinance are not complied with, the Litter Enforcement Officer or his or her authorized representatives shall serve written notice, by registered or certified mail, upon the owner, lessee or occupant, if any, or upon any person having the care or control of any such lot or land to comply with the provisions of this Ordinance.

## **6.6 Collection and transportation generally.**

No person shall collect or transport solid waste except in accordance with applicable health regulations, and no person shall transport waste in a manner that would allow waste to fall from a moving vehicle.

## **7.0 SOURCE SEPARATION AND RECYCLING**

- A. Each person who owns, leases, or manages a residents, residential unit, or place of business, industry, commerce, or other place providing goods or services, of institution, church, or school shall remove recyclable materials from the solid waste generated as required in subsection B and make them available for recycling as required in subsection C. Nothing in this ordinance is intended to prevent any person from donating or selling recyclable materials to any other person.
- B. All recyclable material shall be separated from other solid waste and made available for recycling. Recyclable material shall not be mixed with or disposed of with other solid waste. Recyclable material shall consist of the following items and shall be prepared for recycling as directed:
1. Glass: All brown and clear glass shall be rinsed. [Green glass not accepted; green glass should be disposed of in household waste.] Save all food jars and glass containers. Labels need not be removed but lids should be removed. Glass items not accepted include heat resistant ovenware, drinking glasses, mirrors, window glass, headlights, medicine bottles, ceramic cups and plates, clay flower pots, crystal and light bulbs. Florescent light bulbs should be left with the attendant to be stored separately.
  2. Aluminum Cans: Rinse all aluminum food and beverage cans. Labels need not be removed. Receptacles for aluminum cans will be provided at all material recovery sites.

3. Steel Cans: Rinse cans; labels need not be removed. Steel cans should be put in with scrap metal and white goods.
4. Metals and Appliances: Appliances such as refrigerators, stoves, hot water heaters and furnaces are accepted with other metals in specifically marked containers such as "White Goods." [Clean aluminum pie plates, foil, chairs, gutters and cast aluminum grills need to be separated from aluminum cans and put in with other scrap metals.]
5. Plastic: Plastic bottles include soft drink bottles and milk jugs. Containers should be rinsed and all lids removed. Plastic containers not accepted: Liquid detergent, margarine and butter, cool whip, and personal care products, toys, and caps or lids.
6. Cardboard: Corrugated cardboard should be flattened. Pizza boxes are not accepted because of food contaminates, nor are waxed boxes accepted. Flattened corrugated cardboard should be placed in designated containers.
7. Mixed Paper: Mixed paper includes newspaper, magazines, junk mail, paperback books, phone books, toothpaste boxes, calendars (no vinyl), posters (not covered in plastic), office paper and note pads. Items not accepted are blueprints, carbon papers, NCR paper, hardback books, milk cartons, detergent boxes, cardboard boxes and paper towels.
8. Oil: Used motor oil is accepted at designated containers at the County Garage and at the Transfer Station.
9. Tires: Tires are accepted at the Transfer Station.
10. Batteries: Automotive batteries are accepted at the Transfer Station and at the material recovery sites. Ask attendant for assistance in unloading these batteries. Flashlight and smaller batteries may be placed in with household garbage.

11. Paint: Liquid waste is prohibited from deposit at the Transfer Station. Paint cans should be taken to the material recovery sites and given to attendants. The paint is then poured into a metal drum for recycling and the can allowed to dry out. [Paint collected will be donated to local schools or civic organizations for use as base paint.]
  12. Pesticide Containers: Plastic pesticide and herbicide containers are ONLY accepted at the Altamont (Sam Brown Straight) site. Caps must be removed and containers rinsed thoroughly and punctured.
  13. Fluorescent Lights: Any size fluorescent lights are accepted at all collection sites.
- C. All recyclable material shall be placed in recycling collection centers provided by the county.
- D. Ownership of recyclable materials:
1. After recyclable material has been placed in a designated container at a collection center designed by the County of Avery or its authorized agent, or has been placed at curbside in designated containers for collection where this service is available, the recyclable material shall become the property of the County of Avery or its authorized agent.
  2. During the twelve-hour period commencing at 7:30 a.m. on any day preceding a day designated for curbside collection of recyclable material, no person, other than a county employee or the county's authorized agent, may remove recyclable material from a designated container that has been placed at a designated recycling location.
  3. No person, other than a county employee or the county's authorized agent, may remove recyclable material from a recycling collection center.

## **8.0 FLOW CONTROL**

- A. All solid waste generated within the designated geographic area of the county solid waste management plan that is placed in the waste stream

for disposal or recycling shall be collected, transported, and disposed of at the county transfer station, county convenience centers, or the county landfill if applicable. The removal of solid waste from within the geographic area for disposal is prohibited. The disposal of solid waste generated in areas outside the boundaries of the county in county-owned municipal solid waste management facilities is prohibited. This section shall not be construed to prohibit the source separation of materials from solid waste prior to collection of such solid waste for disposal.

- B. No person, except licensed private collectors and county or municipal collectors, shall collect or remove any solid waste within the county for disposal.
- C. The County Solid Waste Director shall and is hereby empowered to establish a system of classification for classes of solid waste that shall be consistent with a system of classification in the solid waste management plan. The classification system shall be used as a basis for requiring that solid waste be delivered to an appropriate county disposal facility in accordance with the solid waste management plan.

#### **9.0 LICENSING OF SOLID WASTE COLLECTORS**

- A. No person may engage in business as a solid waste collector except under a license issued by the county pursuant to this ordinance.
- B. Applications for licenses to engage in the business of solid waste collector shall be filed with the County Solid Waste Director on forms approved by the County Solid Waste Director and attached hereto as Exhibit "A". The applicant shall furnish the following information:
  - 1. Name and address of the applicant and whether a sole proprietorship, corporation, or partnership, with disclosure of the ownership interests;
  - 2. A list of the equipment possessed, available, or to be obtained by the applicant, including motor vehicle license tag numbers;

3. Number of employees the applicant expects to use in the business;
  4. Experience of the applicant in solid waste collection;
  5. Balance sheet or equivalent financial statement as of the close of the applicant's last business year, showing the net worth of the business;
  6. Planned routes and areas of the county the applicant expects to serve;
  7. Schedule of fees the applicant expects to charge;
  8. Evidence of liability insurance coverage;
  9. Name and location of the facility where collected waste is to be disposed of.
- C. Before issuing a license pursuant to this section, the County Solid Waste Director shall inspect or cause to be inspected all facilities and equipment the applicant plans to use in the solid waste collection business.
- D. The County Solid Waste Director may issue the applicant a license only when he finds that the applicant's facilities, equipment, and proposed operating methods are in compliance with this ordinance and applicable rules of the Department and that the applicant will perform solid waste collection in an efficient and sanitary manner. A condition of the license shall be that the licensee shall serve every person who contracts with him for solid waste collection in such a manner that the licensee does not cause the person to be in violation of this ordinance.
- E. If the County Solid Waste Director denies an applicant a license, the applicant may request a hearing before the County Manager and Solid Waste Director. The County Solid Waste Director shall keep tape recorded minutes of the hearing and at least one week after the hearing shall give the applicant written notice of his decision either granting the license or affirming his denial of the license. The applicant may appeal the County Manager's and Solid Waste Director's decision to the Board of County Commissioners by giving them written notice of appeal to the County

Manager within two days of receipt of the County Manager/Solid Waste Director's decision following the hearing. After a hearing on the appeal, the Board shall either affirm the denial or direct the County Solid Waste Director to issue the license.

- F. A license shall be valid for a period of one year from the date of issuance, and shall bear a sequential number.
- G. A licensee shall submit a written quarterly report to the County Solid Waste Director containing the following information:
  - 1. Number of customers added or deleted;
  - 2. Changes in routes;
  - 3. New and replacement equipment;
  - 4. Any other information requested by the County Solid Waste Director and pertinent to the solid waste collection business.
- H. Vehicles and containers used for the collection and transportation of solid waste shall be covered, leakproof, durable, and easily cleaned. They shall be cleaned as often as necessary to prevent a nuisance and insect breeding and shall be maintained in good repair. Vehicles shall display in letters and numbers at least three inches high the county license number of the licensee preceded by the letters "ACL."
- I. Vehicles and containers used for the collection and transportation of solid waste shall be loaded and moved in such a manner that the contents will not fall, leak, or spill, and shall be covered to prevent the blowing of material. If spillage or leakage should occur, the material shall be recovered immediately by the licensee and returned to the vehicle or container, and the area properly cleaned.
- J. When the County Solid Waste Director finds that a licensee has violated this ordinance or the conditions of the license, the County Solid Waste Director shall give the licensee written notice of the violation and inform him that if another violation occurs within thirty days, or in the case of a continuing violation, if it is not corrected within ten days, the license will

be revoked. If another violation occurs within the thirty-day period, of, if the continuing violation is not corrected within ten days, the County Solid Waste Director shall give the licensee written notice that the license is revoked. Upon receipt of the notice of revocation, the licensee shall stop collecting, transporting, or disposing of solid waste. The County Solid Waste Director may reinstate a revoked license after the revocation has been in effect for thirty days if the engineer finds that the conditions causing the violation have been corrected. A licensee whose license has been revoked may appeal the revocation to the Board of County Commissioners by giving written notice of appeal to the County Manager within ten days of receiving notice of revocation from the County Solid Waste Director. After a hearing on the appeal, the Board shall either affirm the revocation or direct the County Solid Waste Director to reinstate the license. The licensee shall reimburse the county for all remedial measure costs associated with the violation, if any, and the county may collect said costs in the manner prescribed by Section 11.3 (b) after 72 hours from the date of invoicing.

- K. No license issued pursuant to this chapter shall be assignable.

#### **10.0 FRANCHISING SOLID WASTE COLLECTORS**

- A. No person may engage in the business of solid waste collector unless he holds a franchise issued by the Board of County Commissioners authorizing him to collect, transport, and dispose of solid waste and describing the area for which the franchise is issued.
- B. No person may be issued a franchise by the Board unless he holds a license to engage in the business of solid waste collector issued by the County Solid Waste Director.
- C. Applications for franchises shall be filed with the Board, through the County Manager, on forms prescribed by the County Manager and attached hereto as Exhibit "B" and shall include a copy of the applicant's

license application to the County Solid Waste Director and any other information the Board deems pertinent.

- D. The Board may grant a franchise only upon finding that the applicant will render prompt, efficient, and continuing service to the area for which the franchise is granted and that the applicant has sufficient equipment and personnel to render service to all persons generating solid waste within the service area.
- E. The Board shall determine the area for which a franchise is granted.
- F. The Board shall set or approve all fees charged by solid waste collectors before granting a franchise. The Board may classify fees according to whether residential, commercial, institutional, or industrial customers are served, so that reasonable compensation may be provided in accordance with the public interest. The Board may amend fee schedules from time to time.
- G. A franchise shall be for a term not to exceed seven (7) years and shall be renewable.
- H. A solid waste collector franchised under this ordinance shall present to each prospective customer, in advance of any agreement with that customer, a schedule of his fees, as authorized by this ordinance, to be charged. All solid waste shall be removed from the customer's premises at least once a week, provided the customer is no more than thirty days in arrears in payment of the required collection fees.
- I. The Board may grant temporary franchises for the collection, transportation, or disposal of solid waste to provide service in the event of abandonment of an existing franchise or for other cause.
- J. Notwithstanding any other provision of this ordinance to the contrary, the Board may grant nonexclusive franchises for the collection of commercial, industrial, institutional, and construction and demolition wastes throughout the county.

- K. All disputes regarding the granting of a franchise and disagreements concerning franchised areas shall be determined by the Board.
- L. No franchise shall be assignable.
- M. A solid waste collector granted a franchise under this ordinance shall give thirty days written notice to the Board before abandoning the franchise.
- N. The Board may terminate or suspend all or any portion of a franchise for any of the following reasons:
  - 1. Loss of the franchisee's license to operate as a solid waste collector;
  - 2. Failure of the franchisee to comply with the authorized fee schedules;
  - 3. Failure of the franchisee to render prompt and effective service to persons within his service area;
  - 4. Failure of the franchisee to comply with any provision of this ordinance or applicable rules of the Department.

## **11.0 ENFORCEMENT**

### **11.1 Enforcement of regulations and laws pertaining to management and disposal and this chapter.**

The Litter Enforcement Officer is hereby authorized to enforce all applicable health regulations and laws pertaining to the management and disposal of solid wastes. In addition, such county officials and departments as the county manager may designate are charged with the administration, supervision, and enforcement of provisions contained in this chapter if not administered and enforced by the Litter Enforcement Officer.

### **11.2 Criminal penalties.**

Any violation of any provisions of this ordinance shall constitute a class three misdemeanor pursuant to G.S. 14-4 and shall subject the violator to a fine not to exceed \$1,000.00. Enforcement shall be administered through the

issuance of a citation on the North Carolina Uniform Citation Form (AOC-CR-501).

### **11.3 Civil penalty in lieu of criminal charges.**

In lieu of all other remedies herein, the violation of this ordinance shall subject the violator to a civil penalty as set forth herein.

- (a) The violator shall be issued a written notice of violation and penalty, which shall require payment to be made to the Sheriff Dept. within 72 hours of receipt of notice by the violator. Notice of the civil penalty and violation shall be delivered in person to the violator or mailed by certified mail, return receipt requested, to the owner's last known address.
- (b) Upon the violator's failure to pay the required amount within the designated 72-hour period, the enforcement officer acting through the County Attorney may institute a civil action in the nature of debt to recover such amount, and shall be entitled to recover all actual costs of collection.
- (c) It is the express intent of this section to be in lieu of and in the alternative to the criminal penalties stated herein.
- (d) Violation of the ordinance shall subject the owner to a civil penalty not to exceed \$5,000.00, the specific amount to be determined by the enforcement officer taking into consideration the nature and severity of the offense and prior violations.

### **11.4 Injunctions**

Any provision of this article which makes unlawful a condition existing upon or use made of real property may be enforced by injunction and order of abatement. When a violation of such a provision occurs, the enforcement officer acting through either the county attorney or applicable municipality attorney, or any resident of the county or applicable municipality, may apply to the General

Court of Justice for a mandatory or prohibitory injunction and order of abatement commanding the defendant to correct the unlawful use of the property.

### **11.5 Entry**

Any authorized personnel, representative, or official of the county charged with the enforcement this ordinance shall have the right, after exhibiting proper identification, to peacefully enter and inspect property for the purpose of determining if a violation or violations of such ordinance exist due to conditions existing upon property; provided that such entry shall be with the permission, freely given, of the owner or occupant of said property; and if such owner or occupant shall refuse to grant the right to enter and inspect, said personnel, representative, or official of the county shall have all the remedies allowed and provided by law, including Ordinance 4A of Chapter 15 of the North Carolina General Statutes entitled "Administrative Search and Inspection Warrants" and any amendments or successor statutes thereto. No application for a warrant shall be made under this section without the approval of the county attorney.

### **12.0 SEVERABILITY**

It is hereby declared to be the intention of the Board of County Commissioners that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional or invalid by the valid judgement or decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and actions of this Ordinance, since the same would have been enacted by the board of county commissioners without the incorporation into this Code of any such unconstitutional or invalid phase, clause, sentence, paragraph or section.

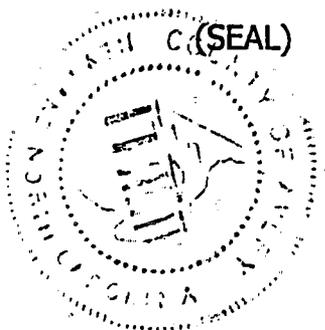
Adopted this 2nd day of January, 2001.

*Kenny R. Poteat*

\_\_\_\_\_  
Kenny R. Poteat, Chairman  
Avery County Board of Commissioners

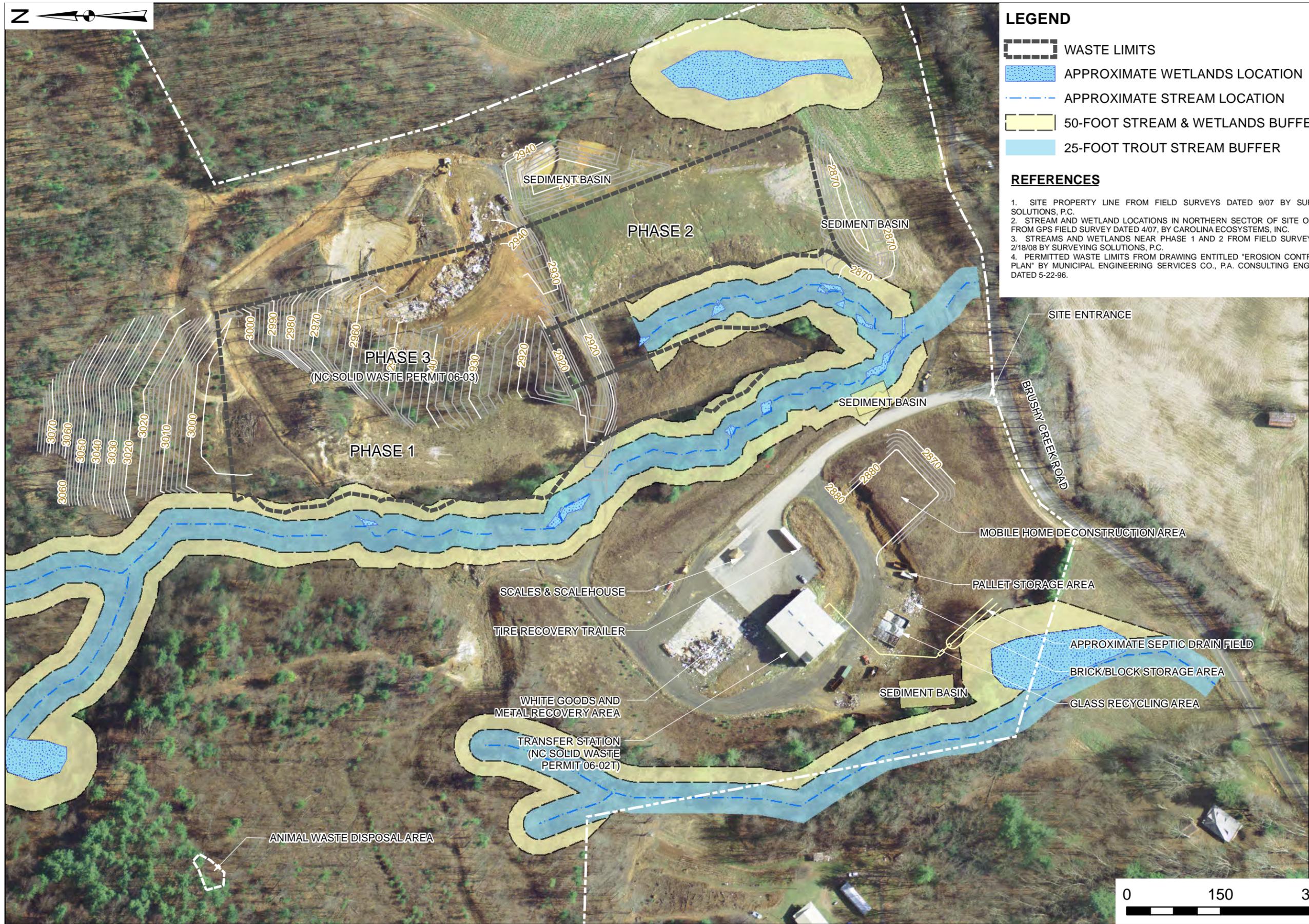
*Nancy H. Cook*

\_\_\_\_\_  
Nancy H. Cook  
Clerk to the Board



## **Figures**

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**LEGEND**

- WASTE LIMITS
- APPROXIMATE WETLANDS LOCATION
- APPROXIMATE STREAM LOCATION
- 50-FOOT STREAM & WETLANDS BUFFER
- 25-FOOT TROUT STREAM BUFFER

**REFERENCES**

1. SITE PROPERTY LINE FROM FIELD SURVEYS DATED 9/07 BY SURVEYING SOLUTIONS, P.C.
2. STREAM AND WETLAND LOCATIONS IN NORTHERN SECTOR OF SITE OBTAINED FROM GPS FIELD SURVEY DATED 4/07, BY CAROLINA ECOSYSTEMS, INC.
3. STREAMS AND WETLANDS NEAR PHASE 1 AND 2 FROM FIELD SURVEY DATED 2/18/08 BY SURVEYING SOLUTIONS, P.C.
4. PERMITTED WASTE LIMITS FROM DRAWING ENTITLED "EROSION CONTROL SITE PLAN" BY MUNICIPAL ENGINEERING SERVICES CO., P.A. CONSULTING ENGINEERS, DATED 5-22-96.

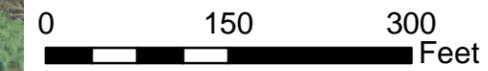


FIGURE NO.	3
SCALE:	AS SHOWN
CHECKED BY:	S.A.S.
DRAWN BY:	C.T.J.
PROJECT NO.	AVERY 11-8
FILE NAME	AVERY-B0180
DATE:	JUNE 2012

TITLE:  
**AVERY COUNTY SOLID WASTE  
 MANAGEMENT FACILITY**