

**Regional General Solid Waste Permit # SWGPNSB-21**  
**Appendix A**

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**7.0 INTRODUCTION**

The following document establishes standard operating procedures for the North Slope Borough, Class III Village Landfills under the solid waste regulations 18 AAC 60. All landfill operators should be familiar with this document and the practices established herein.

It should be understood that this document is not static, and should be reviewed annually by both operators and managers as to the adequacies of the procedures described. Revisions may become necessary to the Operations Manual should unforeseen changes in the solid waste stream, or the described operations become ineffective. Should revisions be necessary, the Landfill Manager shall document the change on the Operations Plan Update Log, with a brief description of the change. The modified operations plan will require review and approval by DEC. Once approval is obtained from DEC, note the approval date on the update form.

## **7.1 ACCESS CONTROL**

The landfills are North Slope Borough facilities designed for disposal of municipal solid wastes. The landfills are surrounded by security fencing and access gates to prevent public access to the landfill. The landfill gates should be locked when North Slope Borough personnel are not onsite. The landfills are not attended on a regular basis. Signs at the landfill gate shall state no public access to the landfill. Dumpsters shall be maintained outside of the landfill for local disposal near the landfill.

Access will be allowed to the North Slope Borough Department of Public Safety for training and qualifications at least four times per year. The landfill will be used as backstop and safety berms during training.

Salvaging shall be prohibited at the landfills. No public access is allowed at the landfills, which precludes public access for salvaging. Salvaging activities by the general public risk personal injury or damage.

The North Slope Borough Public Works will maintain the road to the landfills and access through the landfills. Snow will be collected and stored in a central location on the landfill tracts. Designated snow storage areas are indicated on the landfill site plans within the village appendices. Location for storage shall be determined by whether snow contains debris or is clear of municipal solid wastes.

Site grading may be required during spring breakup and high precipitation periods to maintain access. Ensure culverts in the access road are open for spring breakup waters. Slope road surfaces and driving areas on pads to drain.

## **7.2 WASTE ACCEPTANCE**

Municipal solid wastes and commercial demolition debris are accepted for disposal at the landfills. All waste streams shall exclude hazardous wastes. Commercial demolition debris shall provide statements to Public Works that wastes are inert in nature, excluding friable asbestos and lead, as part of the coordination for access to the landfills.

The North Slope Borough, through Clean Lands Partnership, provided residential hazardous materials collection totes and connexes for each village. Oils, paints, solvents and batteries are collected near the Public Works building for disposal. Oils are disposed of in the Public Works used oil burners to supplement building heat. Paints, solvents and batteries are periodically

shipped from the community for recycling or disposal at an authorized facility. Hazardous materials shall not be stored for more than ninety (90) days. Regular shipment is required to dispose of hazardous materials at authorized facilities.

The following types of wastes are accepted at the NSB landfills:

- General Household Wastes;
- Household Hazardous Wastes under one (1) gallon;
- Food;
- Paper;
- Plastic;
- Wood Products;
- Unpressurized Metal Products;
- Dried sewage solids containing no free liquids;
- General Construction Debris not containing Lead or Asbestos;
- Polluted soils with Gasoline Range Organics (GRO) not exceeding 1,400 mg/kg, Diesel Range Organics (DRO) not exceeding 12,500 mg/kg and Residual Range Organics not exceeding 13,700 mg/kg (by application to the Landfill Manager and DEC only). See Section 7.3.8 – Polluted Soils for further details;
- Non-Regulated Asbestos Containing Materials.

The following types of wastes shall not be accepted at the landfills:

- Acids;
- Corrosives;
- Solvents;
- Oily wastes;
- Explosives;
- Lead Acid Batteries;
- Hazardous Wastes;
- Radioactive Wastes;
- Unsterilized Medical Wastes;
- Polychlorinated Biphenyls (PCB's);
- Containers holding in excess of one (1) gallon of liquid;
- Regulated Asbestos Containing Materials.

Notify the Landfill Manager immediately, should Hazardous Wastes be located at the landfill. The Landfill Manager will provide written notice to DEC and EPA should Hazardous Materials be found. The notice will include the date materials were found, type of materials, and an estimate of quantity.

Sewage lagoons are operated at each landfill. Tank truck wastewater collection and honeybucket wastewater is discharged into the designated storage cell for facultative processing. The surface water shall be decanted over the lagoon dike annually for surface treatment.

## **7.3 WASTE PROCESSING AND PLACEMENT**

### **7.3.1 DAILY OPERATIONS**

Wastes shall be delivered to the landfills by Public Works trash collection services. Operators shall ensure only municipal solid wastes are disposed at the landfills. Burnable wastes shall be deposited into the burn cages (where available) for reduction. No burnable or bulk wastes shall be deposited on the working face for disposal. Bulk items include furniture, telephone poles, wood debris and large appliances.

A front-end loader shall move and place landfilled materials and cover material. A bulldozer will consolidate and compact wastes. The waste and ash is placed and covered with six inches of soil. The maximum height of the working face is 7 feet; the maximum width is 50 feet. Maximum waste lift depth shall not exceed 2 feet before compaction. This will ensure maximum compactive effort on wastes.

The operator will assure that the following wastes are not deposited at the landfill working face:

- Honeybucket sewage waste;
- Household hazardous wastes over 1 gallon;
- Regulated asbestos containing materials;
- Putrescible refuse or household wastes which have not been treated by burning or incineration;
- Liquids in excess of 1 gallon;
- Waste oils, transformer oils, greases, paints, sludges and chemical wastes;
- Lead-acid batteries;
- Contaminated soil or spill residue that exhibits hazardous waste characteristics for ignitability, corrosivity, reactivity, or toxicity or contains listed hazardous waste as defined by state and federal regulations;
- Contaminated soil which contains metals, chemicals or petroleum hydrocarbons in concentrations that exceed state criteria;
- Mercury contaminated materials, including concentrations from processes that use mercury amalgamation.

#### **A. *Operational Controls***

1. Solid waste will be disposed of at the working face of the landfills. The working face will be kept as small as practical, and be limited to 7 feet in height and 50 feet in width.
2. Litter potential will be limited by burning and routine placement of cover on the active face. All windblown and litter refuse from within the disposal site and along the entrance road will be collected once each month and returned to the active face for burial.

3. Little odor is anticipated due to the burning of household waste. Routine placement of cover will reduce odor.
4. Noise control: Noise will be limited to brief operation of loaders and bulldozers during waste placement periods and maintenance operations.
5. Compaction of cover material by heavy equipment will minimize potential dust problems at the landfills.
6. There will be no burning on the working face.
7. Surface water drainage and runoff will be directed from the site by berms and the slope of the landfills working pads. Runoff will be routed away from the working face and discharge onto the exiting tundra.
8. In order to minimize the impact of snowmelt, two types of snow removal will be implemented at the landfills:
  - a. Snow removal will be conducted in the active waste disposal area, especially near the working face, prior to waste placement whenever significant snowfall or drifting has occurred.
  - b. Complete snow removal from the entire landfill areas will be completed in late winter. This will help minimize the amount of water in contact with waste during and immediately after spring thaw.
9. Ensure that equipment, ATV's, snowmachines are drained of fluids and batteries removed prior to disposal.
10. Non-salvagable drums shall be emptied of fluids prior to crushing and burying.
11. Ensure that any stained soils or soils from areas identified as contaminated or potentially contaminated are not placed in the landfill unless a complete characterization of the soils have been completed.
12. Stage refrigerators for refrigerant removal. Upon refrigerant removal and receipt of certificate of removal, remove doors from refrigerators and freezers prior to delivery to the landfill. Submit certificate of refrigerant removal to Landfill Manager for record.

### **7.3.2 WASTE AND ASH BURIAL**

A front-end loader will place cover material or transport waste. Garbage trucks also deliver wastes to the landfill.

A bulldozer will place and compact wastes. The bulldozer will control slopes of waste and cover such that the bulldozer can continuously access the working face, maintaining a stable working face slope.

After each burn operation, consolidate, compact and cover all loose wastes to not exceed 2 weeks between operations during summer months. Ash requires prompt cover to prevent wind distribution of ash outside the landfill. After consolidation and compaction, place up to a total 6 inches (minimum 3 inches) operational soil cover. The wastes will be consolidated and compacted by the bulldozer in no more than 2-foot deep increments prior to placement of soil cover material.

During winter operations, all loose wastes will be consolidated, compacted and covered by bulldozer after each burn operation not to exceed one month between operations. Operations may cease for up to one week during continuous cold temperature extremes in less than -30 degrees F, wind speeds in excess of 30 mph, or adjusted ambient temperature including wind chill of -30 degrees F or less. Soil cover will be applied to winter wastes if the cover material stockpile is workable; otherwise, only consolidation and compaction will take place. After spring thaw, the accumulated wastes from the winter operations will be covered with 6 inches of soil material.

Ensure that solid wastes are not placed in surface waters during winter breakup and summer operations.

Place animal carcasses in a designated disposal area within the landfill and immediately cover them with lime and with 1 foot of soil if carcasses are not burned in the burn box.

### **7.3.3 SEGREGATION**

Segregation removes non-burnable, bulky waste from the burn box. The following items shall be separated from burnables, and staged at designated locations within the landfill or directly landfilled without burning:

1. Metals;
2. Appliances;
3. Insulation board;
4. Insulated pipe;
5. Automobiles (with fluids removed);

6. ATV's and snow machines (with fluids and batteries removed);
7. Demolition debris.

The above listed materials are generally bulky, may require specific attention for compaction. Operators may need to use a combination of heavy equipment to process the items. Crush appliances and vehicles prior to disposal.

Insulation board, insulated pipe and bulk metals may not readily compact. These items should be stockpiled placed directly onto the working face. Place other non-burnable and bulky wastes directly onto the working face.

#### **7.3.4 BURNING**

Burning refuse reduces the volume of disposed wastes, as well as reduces animal attraction to the landfill. Reducing the volume of wastes disposed of in the landfill will significantly extend a landfill's usable life. Use of burn boxes is required when burn boxes are present at the landfill. Open burning is permissible when no burn box is available at the landfill.

Burnable wastes shall be placed into the burn boxes (if available) or stockpiled. Non-burnable wastes shall be directly placed onto the working face.

Conditions for Burning:

1. An attendant will be present at the landfill whenever burning is in progress to ensure that fires remain controlled. The attendant shall continuously monitor the burn progress to ensure the fire remains in control, until the fire burns itself out.
2. The burn box or stockpile will be located at least 100 feet from the working face.
3. All wastes shall be segregated prior to burning.
4. When the burn box is full the refuse will be burned. If wastes are stockpiled, burn wastes at intervals not to exceed two weeks.
5. After burning, deposit ash onto the working face, compact, cover and compact again.
6. Burning shall not occur when wind is blowing towards the community, when wind speeds are high, or when the surrounding tundra is exceedingly dry.

If the refuse will not burn, wait until the next day. The refuse may be excessively wet.

Items which shall be removed prior to controlled open burning include:

- Asphalts;
- Rubber Products;
- Plastics and plastic piping;
- Tars and oily wastes;

- Spill absorbents and polluted/contaminated soils that are classified as hazardous waste;
- Pesticides;
- Halogenated organic compounds;
- Cyanic compounds;
- Polyurethane products;
- Electrical batteries;
- Fertilizers;
- Paints and glues (except those applied and dried on solid waste);
- Solvents (except those that are water and soap/detergent solutions);
- Household cleaners;
- Linoleum flooring;
- Insulated wire;
- Urethane and other plastic foam insulation;
- Aerosol cans;
- Asbestos containing materials;
- Electrical or electronic lamps and components.

### **7.3.5 ANIMAL CARCASSES**

Animal carcasses can attract scavenging animals: birds, foxes and bears. Unprocessed carcasses may lead to litter within or outside of the landfill boundaries, or unnecessary animal encounters between residents, and foxes or bears.

Animal carcasses shall be processed by either burning or covering with lime. In both cases, the carcasses shall be buried after processing. Burning is especially useful in winter, when daily cover material may be frozen, and not available for cover.

### **7.3.6 DRIED SEWAGE SOLIDS**

The Wastewater Treatment Plant stores bags of screenings and digested sludge in totes throughout the winter. After spring break up, the totes will be hauled to the landfill. During the summer, bags will be disposed of at the landfills once a month until freeze up. At the landfill, the bags will be removed from the totes and placed next to the active working face. These bags will be immediately covered with hydrated lime or quicklime in dry form to maintain a pH of 12 for at least two hours before being covered with 6 inches of soil. The number of bags, volume of solids and disposal location will be recorded on the waste fill log.

The Wastewater Treatment Plant Operators shall provide Paint Filter Liquid (EPA Method 9095) tests to the Landfill Operators prior to disposal of dried sewage solids. The operator shall forward the test results to the Landfill Manager.

Prior to the first disposal and once every five years, ensure that the sludge is non-hazardous. Analyze the sludge by using the Toxicity Characteristic Leaching Procedure (TCLP) (EPA Method 1311) and Paint Filter Liquid (EPA Method 9095) tests. Collect sewage sludge samples using a quality assurance/quality control (QA/QC) plan for collection. Only a laboratory



for which a QA/QC plan has been submitted and approved by DEC can perform sample analysis. Testing shall be done more frequently if there is a significant change in the waste stream.

Maintain a record of the sewage solids analysis results in the Landfill Record and provide a copy to DEC within sixty (60) days after receipt of the analytical data.

### **7.3.7 SEPTAGE**

Dispose of tank truck hauled wastewater or septage, including honeybucket wastes, at the sewage lagoon. Decant free water twice a year, after breakup and prior to freeze. Use a trash pump or other means to control decanting process. Ensure that solids and refuse remain in the containment cell.

Collect honey bucket bags and other refuse, in and around the lagoon, prior to freeze up annually. Promptly place refuse onto the working face and cover refuse. Provide operators with appropriate Personnel Protective Equipment during the sewage lagoon cleanup activities.

### **7.3.8 POLLUTED SOILS**

Soil may be considered “polluted” by definition of 18 AAC 60.990 (97) and 18 AAC 341 tables B1 and B2. Disposal of polluted soils is regulated under 18 AAC 60.025. The North Slope Borough may accept polluted soils for disposal at Class III landfills on a case by case basis. Approval is required from both the Landfill Manager and DEC prior to staging or disposal of polluted soils within a landfill.

#### **CONDITIONS FOR ACCEPTANCE**

The following criteria must be met prior to the North Slope Borough’s consideration for acceptance of polluted soil.

1. The polluted soil must be characterized as to contaminants and concentrations. Laboratory test certificates are required to establish contaminants and concentrations. Gasoline Range Organics (GRO), Diesel Range Organics (DRO) and Residual Range Organics (RRO) may only be considered for disposal. The following maximum pollutant levels will be considered for disposal:

	Pollutant	Maximum Concentration
a.	Gasoline Range Organics	1,400 mg/kg
b.	Diesel Range Organics	12,500 mg/kg
c.	Residual Range Organics	13,700 mg/kg

2. Disposal method identified and approved by the Landfill Manager. At the Landfill Manager’s discretion, soil meeting the Maximum Concentrations above, may either be directly landfill and covered, or treated and used as cover for soil waste.

- a. For biological remediation, a sampling plan must be submitted to the Landfill Manager for review and approval. The sample plan will program for summer monthly sample collections and laboratory testing. Through the sample plan, test results will be evaluated and a decay rate charted. The trend will determine an approximate date at which the soil pollutant concentration will drop to 500 mg/kg. The soil bulk density, pH, nitrogen and phosphorus contents shall be submitted along with the preliminary pollutant concentration results.
3. Submit the completed Application for Polluted Soil Disposal to the Landfill Manager.
4. The Landfill Manager will review proposed polluted soil for consistency with applicable regulations and polluted soil generators ability to perform sampling under the submitted sample plan. Landfill Manager has the authority to reject any or all proposal for polluted soil treatment and disposal.
5. The proposed polluted soil, containment structure(s) and treatment method (if applicable) must be submitted to DEC for review and approval before soils may be disposed of or staged for treatment in the landfill. The request to DEC must include:
  - a. Polluted soil volume.
  - b. Lab samples results for type of pollutant(s) and concentrations.
  - c. Proposed treatment method (if applicable).
  - d. Storage area within the landfill.
  - e. Type of containment.

## TREATMENT METHODS

If treatment is to be performed, polluted soils may receive basic biologic remediation at the landfill within a defined lined containment cell. The treatment will be ex-situ by means of active soil aeration with chemical soil amendments. Microorganism growth shall be fostered to improve bioremediation.

- In practice, layout a containment liner with curbs to confine the polluted soil to prevent contamination of additional soils.
- Place polluted soils within the liner.
- Blend soil amendments into the soil (see section below for further information).
- Soil may either be mounded or windrowed for storage. Windrowed stockpiles provide a larger surface area to assist in passive aeration of the soil.
- Stockpiled soils require turning periodically to maintain aerated soils within the pile. The soil must be turned over at least once per month during the summer to maintain an aerated condition. Alternately, perforated pipe may be installed, with plumbing to blow air into the soil twice per month with an air compressor at 100 psi for one (1) hour.

Soil Amendments:

1. Fertilizer shall be added to the soil, based on the preliminary laboratory test results. Optimum carbon:nitrogen:phosphorus ratios for biodegradation are approximately 100:10:1. Fertilizer will adjust nitrogen and phosphorus concentrations.

In order to determine the necessary amount of fertilizer:

1. Determine the total mass of soil to be treated. This is determined by:

Soil Volume (cubic yards) x soil bulk density (pounds/cubic feet) x 12.247 = total mass of soil in kg.

2. Determine the total carbon concentration by adding the GRO, DRO and RRO concentrations together.

GRO (mg/kg) + DRO (mg/kg) + RRO (mg/kg) = total carbon concentration in mg/kg.

3. Multiple the total mass of soil by the total carbon concentration to determine the total carbon mass in the soil.

Soil mass (kg) x Total Carbon concentration (mg/kg) = total carbon mass in kg.

4. Multiple the total mass of soil by the nitrogen concentration to determine the existing nitrogen in the soil. The nitrogen concentration was included in the sample plan testing.

Soil mass (kg) x nitrogen concentration (mg/kg) = existing nitrogen mass in kg.

5. Calculate the total nitrogen required for biodegradation by:

Total carbon mass (kg) x 0.10 = total nitrogen required in kg.

6. Calculate the amount of nitrogen to add to the soil by:

Total nitrogen required (kg) – existing nitrogen (kg) = needed nitrogen (kg).

7. Multiple the total mass of soil by the phosphorus concentration to determine the existing phosphorus in the soil. The phosphorus concentration was included in the sample plan testing.

Soil mass (kg) x phosphorus concentration (mg/kg) = existing phosphorus mass in kg.

8. Calculate the total phosphorus required for biodegradation by:

Total carbon mass (kg) x 0.01 = total phosphorus required in kg.

9. Calculate the amount of phosphorus to add to the soil by:

$$\text{Total phosphorus required (kg)} - \text{existing phosphorus (kg)} = \text{needed phosphorus (kg)}.$$

Use the required nitrogen and phosphorus numbers for purchasing and blending fertilizer into the polluted soil.

Microbial growth is best supported with a soil pH of 6 to 8, with 7 being optimum. Raise soil pH with lime. Lower soil pH with elemental sulfur. Soil may resist pH adjustments. Trial and error with mixing lime or sulfur may be required to obtain soil within the optimum range.

Nitrogen containing fertilizers may lower the pH of the soil, so additional lime may be required if nitrogen containing fertilizers are added.

#### DISPOSAL PROCEDURE

Polluted soils shall be managed as agreed to with the Landfill Manager. Soils approved for direct landfilling shall be placed within the active cell and promptly covered with 6" compacted cover soil. Cover must ensure that the soils are encapsulated to prevent dispersal of the pollutant.

Treated soils are suitable for use as cover when pollutant levels fall below 500 mg/kg. Laboratory testing shall confirm that pollutant levels are below 500 mg/kg. The sample plan projection on pollutant decay shall be used to determine approximate future timing to begin testing. The future testing under the sample plan will test whether pollutant levels meet the 500 mg/kg threshold or exceed it. The future testing should begin approximately one month before the projected decay date and continue monthly during summer months until the levels reach the 500 mg/kg threshold. Once the Landfill Manager receives sample results which meet the prescribed threshold, the Landfill Manager will forward the results to DEC for final notification that soil will be disposed of as cover. The Landfill Manager will coordinate final disposal with Operators.

#### 7.3.9 NON-FRIABLE ASBESTOS CONTAINING MATERIALS

Non-friable asbestos is not regulated by the Resource Conservation and Recovery Act (RCRA), and will be accepted for disposal at the landfill. These wastes will be generated by older building renovation and demolition. Non-friable asbestos is considered to be non-Regulated Asbestos Containing Material (non-RACM), and does not pose a threat to human health.

The non-friable asbestos wastes must be disposed of in the landfill in such a manner as to prevent asbestos fibers from being released into the air or surface waters. Non-RACM is required to be covered the same operating day the material is landfilled, not to exceed twenty-four (24) hours after being deposited in a landfill. Non-friable asbestos must be placed against the working face. The operators will be required to completely cover the wastes with daily cover material, and prevent the breaking of the wastes, which releases asbestos fibers creating Regulated Asbestos Containing Material, a hazardous waste. It may be necessary to manually shovel cover onto the non-friable asbestos containing materials. Direct compaction of non-RACM shall not occur.

### **7.3.10 WATER MANAGEMENT**

Landfills shall be graded to allow precipitation and surface water discharge out of the landfill site and to minimize ponding within the landfill boundary. Surface water management is required to prevent localized ponding, water impoundment and leachate generation. Snow removal also minimizes water impacts to the landfill.

Operators are required to prevent leachate generation. Leachate is formed when water contacts refuse. Operational controls at the landfill minimize the possibility for leachate generation. The combined effort of burning, covering of wastes and water management will prevent leachate formation.

#### **A. *Localized Ponding***

Localized ponding may occur within the landfill footprint as a result of surface irregularities or traffic. Operators must prevent landfilled wastes from coming into direct contact with surface water. Pump water out of the landfill perimeter as required and re-grade low areas to prevent further water accumulation.

#### **B. *Impoundment***

Landfill operation shall promote free drainage away from the working face and active cell. Water must be drained by re-grading or pumping runoff within the landfill if water is impounded against a containment berm or the working face.

Additional operational controls shall be instituted to prevent water from running onto a landfill. Diversion berms or grading shall be used to redirect water away from the landfill working face.

#### **C. *Run-On***

Surface water which flows onto the landfill from an upland source will require additional measures to prevent the surface water from contacting wastes. Diversion berms may be constructed to push water away from the wastes, by shifting the drainage pathway. Similarly, a drainage channel may be cut to move water around the wastes.

#### **D. *Snow Removal***

Snow removal will be conducted in the landfill, especially near the working face, prior to waste placement and whenever significant snowfall or drifting has occurred. Complete snow removal from the entire landfill area will be completed in late winter. This will minimize the amount of water in contact with wastes during and immediately after spring thaw. Deposit the removed snow well away from the

working face in an area where it can melt and drain off-site. Collect incidental litter and return it to the working face.

#### **7.4 COVER PLAN**

Local gravel fill material shall be used for cover of wastes. Cover materials shall be stockpiled on the landfill working pad for ready use onsite. Coordinate stockpile location with the working face to prevent stockpile snow drifts from impacting active disposal operations.

Cover shall be placed over wastes at least every two weeks during summer months. During winter months, the cover placement schedule is reduced to at least once per month, unless extreme cold temperatures delay the covering of wastes for one week.

Cover material shall be placed in a maximum 6-inch depth over wastes. In no location should cover be less than 3 inches in depth.

#### **7.5 LITTER, VECTOR AND NUISANCE CONTROL PLAN**

Litter, disease vector and nuisance controls in place at the landfill include:

- Security/litter control fence with locked access gate: The security fence will catch windblown litter, and provide an obstacle for small animal entry into the landfill. The fence provides limited benefit for avian and large animals.
- Burning/reduction of wastes: Burning wastes and animal carcasses reduces attraction to avian, small and large animals. Reducing food wastes eliminates a potential food source and attraction to the landfill. Odor is controlled by burning.
- Cover: Placing cover material over wastes further removes wastes as an animal attractant. Cover also prevents windblown litter from becoming airborne. Cover provides controls over odor from the wastes.
- Remote location: The landfills are removed from the communities. Noises from equipment are seldom, and distant from residents. Waste disposal activities are not likely to produce dust that is a nuisance for residents.
- Seasonal community cleanup activities collect litter for disposal at the landfills.

## **7.6 CORRECTIVE ACTION**

Based on Part 8 – Visual Monitoring, corrective action may be required during landfill operations to maintain a safe facility, to prevent impacts to areas outside of the landfill or to remain in compliance with governing regulations. Report any deficiencies or damage to the landfills or debris outside of the landfills to the Village Supervisor and Landfill Manager. The Landfill Manager will assess problems and program maintenance or repairs.

Clean up and properly dispose of illegally dumped wastes outside of the landfill fencing. Collect wastes not placed into the dumpster outside of the fencing for disposal.

Regrade the landfill pads or access roads to prevent ponding surface water and to maintain positive drainage away from the working face.

Contact the Fire department and the Landfill Manager in the event of an uncontrolled fire at the landfill.

Correct permit deficiencies identified during Visual Monitoring.

All corrective actions shall be noted in the Landfill Operating Record.

## **7.7 OPERATING RECORD**

The Landfill Manager in Barrow maintains the official Landfill Operating Record. Documents from waste disposal, inspection, monitoring activities and corrective action shall be forwarded to the Landfill Manager for inclusion into the record.