

Debris Management Functional Annex

Updated: August 15, 2025

I. PURPOSE

This annex establishes the organization, responsibilities, and procedures for the management, collection, reduction, disposal, and monitoring of disaster-generated debris in Alexander County. It ensures safe, efficient debris removal while meeting all federal, state, and local requirements necessary to obtain reimbursement through the Federal Emergency Management Agency (FEMA) Public Assistance (PA) program.

II. SCOPE

This annex applies to all Alexander County departments, the Town of Taylorsville, supporting agencies, contractors, and mutual aid partners involved in debris operations from initial clearance to final disposal. It supplements the Damage Assessment Annex, focusing on debris operations, environmental compliance, and documentation standards.

III. SITUATION AND ASSUMPTIONS

A. Situation

1. Severe weather, flooding, wildfires, or other disasters may generate large volumes of debris that exceed normal waste-handling capacity.
2. The Alexander County Landfill at 2500 Paynes Dairy Rd, Taylorsville, NC serves as the primary final disposal site.
3. Temporary Debris Management Sites (TDSRs) may be established at County recreation areas and ball fields for staging, sorting, chipping, and processing before final disposal.
4. Alexander County has limited capacity for large-scale debris operations and may request NC Emergency Management (NCEM) pre-positioned debris removal and monitoring contractors if needed.
5. Debris operations must comply with NC Department of Environmental Quality (NCDEQ) and NC Forest Service permitting requirements.

B. Assumptions

1. Debris removal will be prioritized to restore emergency access, essential services, and public safety.
2. The Town of Taylorsville Public Works Department will manage all debris operations inside Town limits, including maintaining FEMA-compliant documentation for its reimbursement requests.
3. NCDOT will remove debris from state-maintained roads and rights-of-way.
4. NC Forestry may provide chainsaw crews to clear vegetative debris as requested through North Carolina Emergency Management.
5. Utility companies will clear lines from debris sites before removal begins.
6. Road closures due to debris will be monitored by the EOC, with updates coordinated with NCDOT's DriveNC.
7. FEMA reimbursement requires strict adherence to monitoring, documentation, and procurement requirements.

IV. DEBRIS CATEGORIES

Debris will be classified and segregated for processing, disposal, and eligibility:

1. Vegetative Debris – Trees, limbs, stumps, brush
2. Construction & Demolition (C&D) – Lumber, roofing, drywall, plumbing fixtures, masonry
3. Hazardous Waste (HW) – Chemicals, fuels, asbestos materials
4. Household Hazardous Waste (HHW) – Paints, pesticides, cleaners
5. White Goods – Refrigerators, stoves, washers/dryers (with refrigerants removed)
6. Electronic Waste (E-Waste) – TVs, computers, monitors
7. Putrescent Waste – Decomposing organic matter, animal carcasses
8. Soil, Mud, and Sand – Disaster-deposited materials on improved property or ROW
9. Vehicles/Vessels – Abandoned or obstructive units per FEMA eligibility rules
10. Infectious Waste – Medical waste, sharps, biohazards

V. CONCEPT OF OPERATIONS

A. General

1. The Public Works/Solid Waste Director will serve as the lead for County debris operations and may be formally appointed as Debris Manager by the County Manager.
2. Alexander County Soil and Water will coordinate Stream Debris Removal processes and ensure compliance with North Carolina Division of Soil and Water Conservation.
3. The Town of Taylorsville Public Works will independently manage debris operations within Town limits and maintain its records.
4. The County EOC will coordinate debris operations, track progress, and serve as the information hub for County and Town efforts.

B. Operational Priorities

1. Primary Routes Clearance
 - a. Priority will be main roads for transportation and evacuation: US 64, NC 16, NC 90, NC 127.
 - b. NCDOT will clear state-maintained roads; County crews will assist as needed.
2. Vegetative Debris Removal
 - a. NC Forestry may deploy chainsaw teams to assist with clearing fallen trees from public rights-of-way.
 - b. Cut debris will be moved to the right of way for later pickup.
3. Utility Coordination
 - a. The County Utility Liaison will coordinate with utilities to remove lines before debris crews enter affected areas.
 - b. Utilities will confirm safe clearance before debris removal begins.
4. Temporary Debris Management Sites (TDSRs)
 - a. County ball fields and pre-identified locations will be used, with NCDEQ permitting.
 - b. Sites will have designated areas for debris segregation and reduction operations (chipping, grinding, burning where permitted).
5. Debris Monitoring
 - a. All debris operations will follow FEMA's 2021 Debris Monitoring Guide.

- b. Certified truck measurements, load tickets, daily site logs, and photographic documentation will be maintained.
- 6. Road Closures & Public Information
 - a. Road closures will be reported to the EOC by field crews, law enforcement, and NCDOT.
 - b. EOC will maintain a master closure list and coordinate DriveNC updates.
- 7. Contractor & Mutual Aid Activation
 - a. If local resources are exceeded, NCEM pre-positioned debris removal and monitoring contractors will be requested via the State EOC.
 - b. Mutual aid agreements with other counties may be used.

VI. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

- 1. Public Works/Solid Waste Director (Debris Manager) – Lead County debris operations, coordinate with NCEM/FEMA, manage TDSRs, ensure documentation compliance.
- 2. Town of Taylorsville Public Works Director – Manage all debris operations inside Town limits, maintain separate documentation.
- 3. Emergency Management Coordinator – Support debris manager, manage EOC coordination, assist with state/federal resource requests.
- 4. NCDOT – Remove debris from state roads, report closure updates to EOC.
- 5. Soil and Water – Conduct post-disaster stream debris assessments and coordinate removal as required.
- 6. NC Forestry – Provide chainsaw crews for vegetative debris clearance.
- 7. Utility Liaison – Coordinate with utilities to clear lines before debris removal.
- 8. Finance Department – Track all costs and maintain procurement/contract records for reimbursement.
- 9. GIS Department – Map debris collection progress and closures.

VII. ADMINISTRATION AND LOGISTICS

- A. Permitting – TDSRs require NCDEQ temporary site permits; burning requires NC Forest Service and County Fire Marshal approval.
- B. Environmental Compliance – Licensed contractors must handle hazardous waste and HHW; prevent cross-contamination.
- C. Contracts – Follow FEMA and 2 C.F.R. Part 200 procurement rules; Unit Price contracts preferred.
- D. Documentation – Keep all contracts, procurement records, load tickets, monitoring logs, and site photos for seven years or until FEMA closeout.

VIII. PLAN DEVELOPMENT AND MAINTENANCE

- A. The Emergency Management Coordinator and Public Works/Solid Waste Director will review this annex annually and as needed after events and exercises, providing updates as needed.

IX. AUTHORITIES AND REFERENCES

- A. FEMA Public Assistance Debris Monitoring Guide (2021)
- B. FEMA Public Assistance Program and Policy Guide (PAPPG) v4
- C. NCEM Debris Management Program
- D. NCDEQ Solid Waste Management Regulations

X. ATTACHMENTS

A. Quick Reference Operational Checklist

Attachment 1: Quick Reference Operational Checklist

First 72 Hours

- Activate EOC, appoint Debris Manager.
- Identify debris types and estimate volumes.
- Prioritize clearance of US 64, NC 16, NC 90, and NC 127.
- Activate local crews/equipment.
- Request NCEM contractors if needed.

Temporary Debris Sites

- Select pre-identified ball fields/recreation areas.
- Obtain NCDEQ permit and establish site layout.
- Set up debris segregation and processing zones.
- Coordinate with Soil and Water if stream debris staging is required

Debris Monitoring

- Assign monitors at loading sites and TDSRs.
- Certify all trucks/trailers and document capacities.
- Issue load tickets for every haul; maintain daily logs.
- Verify load tickets match daily monitor logs; reconcile discrepancies immediately

Environmental & Safety

- Segregate hazardous waste, HHW, white goods.
- Ensure PPE compliance for all workers.
- Dispose only at NCDEQ-permitted facilities.

Documentation

- Maintain contracts, procurement files, load tickets.
- Capture before/during/after site photos.
- Record labor/equipment hours and tipping fees.
- Submit daily summaries to Finance and EOC.