

2018 Needs Assessment

Southeast Arkansas Regional Solid Waste
Management District
Pine Bluff, AR

March 2018
Terracon Project No. 35187002



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Environmental



Facilities



Geotechnical



Materials

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1.0 INTRODUCTION

A District-Wide Needs Assessment is required of all Regional Solid Waste Management Districts (RSWMDs) within Arkansas. The purpose of the Needs Assessment is to provide a basis to aid in the development of a comprehensive Statewide Solid Waste Management Plan and to accurately identify each Regional Solid Waste Management District's (RSWMD's) efforts to protect the state's public health and environmental quality through the planning and management of solid waste within its borders. A study of the origin and destination of waste is critical for an adequate understanding of the necessary collection systems, recycling and composting facilities, waste-to-energy programs, disposal facilities, and beneficial uses of recovered materials.

The Needs Assessment is not a solid waste management plan, but is a critical component in solid waste planning. Based upon the current needs, short-term and long-term regional planning and timelines can be implemented to address deficiencies in collection, recycling, and disposal of solid waste generated.

Below is the statutory basis for the requirement of a Regional Needs Assessment by the RSWMDs:

ACA §8-6-716. Regional Needs Assessment.

(a)(1)(A)(i) *Each regional solid waste management board created pursuant to this subchapter shall prepare a regional Needs Assessment evaluating the solid waste management needs within its District. Provided, however, that such assessments need not include an evaluation of the need for landfills where a private industry bears the expense of operating and maintaining the landfill solely for the disposal of wastes generated by the industry or wastes of a similar kind or character.*

(ii) *Such assessment shall be submitted for Arkansas Department of Environmental Quality review, and the Director of the Arkansas Department of Environmental Quality shall approve or disapprove it within ninety (90) days after submission.*

(B)(i) *The assessments for boards created pursuant to §8-6-703 shall be due every four (4) years.*

(ii) *The department may, at its discretion, stagger the due dates by random selection so that approximately one fourth (1/4) of the districts will submit a Needs Assessment each year.*

(C)(i) *The department will notify in writing the regional solid waste management districts of the date on which their Needs Assessments are due. (ii) The board may obtain an extension of that deadline from the director.*

(D) *A board created pursuant to §8-6-703 in a region having a projected solid waste disposal capacity of less than five (5) years or in a region having no landfill for solid waste disposal shall prepare and submit a regional Needs Assessment annually, with the first Needs Assessment due on June 30, 1995, and with updated assessments due on June 30 of each year thereafter.*

(E) *Any board which submitted the biennial Needs Assessment due on January 31, 1995, under prior law, shall prepare and submit its next Needs Assessment on June 30, 1996, with updated assessments due on June 30 of each year thereafter.*

(2) The assessment shall include, at the minimum, the following:

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(A) *An evaluation of the amount of solid waste generated within the district and the amount of remaining disposal capacity, expressed in years, at the solid waste disposal facilities within the District that are permitted under the Arkansas Solid Waste Management Act, §8-6-201 et seq.;*

(B) *An evaluation of the solid waste collection, transportation, and disposal needs of all localities within the 5 districts; and*

(C) *An evaluation and balancing of the environmental, economic, and other relevant factors which would be implicated by acceptance of solid waste from beyond the boundaries of the District.*

(b) *Each board shall update its regional Needs Assessment, at the minimum, every four (4) years.*

(c) *At a time not later than five (5) years before the disposal capacity in a region reaches its projected capacity, the board shall develop a request for proposals to increase the District's projected capacity for solid waste disposal within the District in accordance with its regional Needs Assessment.*

(d) *No landfill shall receive solid waste from beyond the District boundaries when projected solid waste disposal capacity within the District is less than five (5) years, except as may be otherwise specified pursuant to this subchapter.*

(e) *No owner or operator of a landfill serving a limited area of a District shall be required to increase the landfill's service area to accommodate the needs of the District.*

The Southeast Arkansas Regional Solid Waste District (District) is comprised of Arkansas, Ashley, Bradley, Chicot, Cleveland, Desha, Drew, Grant, Jefferson, and Lincoln counties, located in the southeastern portion of Arkansas, encompassing approximately 7,563 square miles.

There are 46 municipalities within the District as listed below:

Arkansas County:

Almyra, De Witt, Gillett,
Humphrey, Stuttgart

Ashley County:

Crossett, Fountain Hill, Hamburg, Montrose,
Parkdale, Portland, Wilmont

Bradley County:

Banks, Hermitage, Warren

Chicot County:

Dermott, Eudora, Lake Village

Cleveland County:

Kingsland, Rison

Desha County:

Arkansas City, Dumas, McGehee,
Mitchville, Reed, Tillar, Watson

Drew County:

Jerome, Monticello, Wilmar, Winchester

Grant County:

Leola, Poyen, Prattsville, Sheridan, Tull

Jefferson County:

Alzheimer, Humphry, Pine Bluff, Redfield,
Sherrill, Wabbaseka, White Hall

Lincoln County:

Gould, Grady, Star City

2.0 PLAN AREA STRUCTURE

2.1 Map of the District

Identification of permitted landfills, transfer stations, recycling facilities and composting sites within the District are provided in **Appendix 1**. Each of the landfills are identified as a Class 1 or a Class 4.

2.2 Census Data

2.2.1 *List the most current population of the District (list by county: provide source of information and year).*

University of Arkansas Economic Development Institute (EDI) is the Census State Data Center and an official representative of the U.S. Bureau of the Census in Arkansas. Census data from 2010 and 2016 was used to develop the information provided by the EDI website- <http://www.aiea.ualr.edu/csdc.html>

ACS Demographic and Housing Estimates, 2012-2016 American Community Survey 5-Year Estimates

County	Population 2010	Population 2016
Arkansas	19,019	18,569
Ashley	21,853	20,989
Bradley	11,508	11,096
Chicot	11,800	11,189
Cleveland	8,689	8,421
Desha	13,008	12,234
Drew	18,509	18,688
Grant	17,853	18,046
Jefferson	77,435	72,385
Lincoln	14,134	13,935
Total Populations	213,808	205,552

2.2.2 *Describe how the population has changed over the last ten (10) years.*

In general, the total population within the District decreased approximately 6.9% from 229,544 to 213,808 during the period from 2003 to 2010. Total District population decreased approximately 3.9% from 213,808 to 205,552 during the period from 2010 to 2016. Shown below are the changes in population based upon counties.

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County	Population 2016	Percent Change
Arkansas	18,569	-2.4%
Ashley	20,989	-4.0%
Bradley	11,096	-3.6%
Chicot	11,189	-5.2%
Cleveland	8,421	-3.1%
Desha	12,234	-6.0%
Drew	18,688	1.0%
Grant	18,046	1.1%
Jefferson	72,385	-6.5%
Lincoln	13,935	-1.4%
Total Populations	205,552	-3.9%

2.2.3 Provide a population projection for the next ten (10) years.

County	Population 2016	Population 2026
Arkansas	18,569	18,123
Ashley	20,989	20,149
Bradley	11,096	10,696
Chicot	11,189	10,607
Cleveland	8,421	8,159
Desha	12,234	11,499
Drew	18,688	18,874
Grant	18,046	18,244
Jefferson	72,385	67,679
Lincoln	13,935	13,739
Total Populations	205,552	197,535

[†]Population Projection based off the percent change from 2010 to 2016.

2.2.4 Current Housing Statistics for the District

County	Total	Occupied	Vacant	Percent Occupied
Arkansas	9,441	7,685	1,756	81.4%
Ashley	10,101	8,338	1,763	82.5%
Bradley	5,819	4,550	1,269	78.2%
Chicot	5,407	4,384	1,023	81.1%
Cleveland	4,058	3,342	716	82.4%
Desha	6,283	5,224	1,059	83.1%
Drew	8,479	7,094	1,385	83.7%
Grant	7,840	6,869	971	87.6%
Jefferson	33,207	27,660	5,547	83.3%
Lincoln	4,852	3,940	912	81.2%
Total Populations	95,487	79,086	16,401	82.8%

3.0 ADMINISTRATIVE STRUCTURE

The Administrative Structure of the District is essential to understanding how the District functions on a daily basis, how decisions are made by the Board and the staff, what other entities and/or individuals are involved in the decision-making process, and how the District is funded.

3.1 Elected Officials

- 3.1.1 *Provide a list of the name and public entities represented by the current Board Members, the years of service on the Board and any solid waste related certification that they may hold.*

A list of the District Board in 2018 has been provided in **Appendix 2**.

- 3.1.2 *Provide a list of the name and public entity represented by current Board Members who are appointed by a mayor or county judge. List the years they have served, and whether or not a copy of their appointment papers and minutes of the meeting approving them by the city and/or county are in the District's files.*

See **Appendix 2** for a listing of the names and/or public entities that are represented by appointed Board members.

- 3.1.3 *Provide a list of each advisory board, commission, or other entity, public or private, that provided information and/or input into the decision-making mechanism of the Board of Directors.*

The District Board does not have an advisory board or commission. The Board is comprised of elected officials and led by the Executive Director of the District.

- 3.1.4 *Provide the following information regarding the District's Board Meetings:*

- 3.1.4.1 *How often does the Board meet?*

The Board meets on a bi-monthly basis for the scheduled Board meeting. The meetings are tentatively scheduled for the second Thursday of the month. The Board does not meet in January, March, May, July, September, and November. Specific times and dates for future meetings are determined at each previous meeting. Also, the Board will call special meetings as circumstances dictate.

3.1.4.2 *Where does the Board meet?*

Board meetings are held at various locations throughout the District. The meetings are held at county buildings, city buildings, and the Southeast Arkansas Economic Development District building.

3.1.4.3 *How is the public notified of the meetings?*

Announcements of Board meetings are sent to members of the public who inquire for such announcements.

3.1.4.4 *Is an agenda provided to the public prior to scheduled Board meetings?*

Agendas of Board meetings are sent to members of the public who inquire for such agendas. Approximately 100 agendas are sent to Board members and the public every month.

3.2 Public Participation

This section analyzes the relationship between the Board and the public and what steps the District takes to bridge any gap in communication. Provide the following information regarding systematic input from the public:

3.2.1 *Does the Board allow time during each meeting for public to address the Board?*

Typically, the Chairman of the board will ask if there is any new business once old business has been discussed. At that time, the public may raise questions or concerns regarding the district. The public may also request to have an item added to the agenda prior to the board meeting by contacting the District office.

3.2.2 *Describe how the public is engaged in the decision-making process of the Board?*

When rules or regulations are changed or amended, a public notice is placed in the local newspaper. The public notice states the length of the public comment period. Citizens are allowed to submit comments up to the close of the comment period. The public is also allowed to address the Board during the Board meetings.

3.2.3 *What mechanisms are used by the District to involve the public, industrial sector and business sector, and to inform them of Board activities? Are formal mechanisms in place?*

While there have been no formal mechanisms in place for involving others with the Board activities, the District mails out Board announcements and agendas to those persons that request information.

3.2.4 *Describe the Certificate of Need procedures for obtaining public input regarding a solid waste facility's request for a new permit or renewal of an existing permit.*

Once the District Board determines that the Certificate of Need application is complete, the applicant may publish a public notice in a local newspaper. There will then be a thirty (30) day comment period for the public to submit comments and/or concerns. During the public review period, the District will conduct a public hearing to allow for additional public comment.

3.3 District Administrative Staff

This section analyzes the relationship between the Board and the staff that performs the required solid waste functions.

3.3.1 *List all staff that is in the direct employment of the RSWMD.*

Please see **Appendix 2** for a complete listing of the District Employees.

3.3.2 *Include the name, title, whether full or part-time, number of years, and any certifications held that relate to solid waste issues.*

Please see **Appendix 2** for a complete listing of the District Employees including the working status and certifications held by the employees.

3.4 Contractors, Consultants, Service Providers, and Volunteers

This section discusses the private consultants, service providers, and volunteers that provide information/services on a regular basis to the District Board and/or staff.

3.4.1 *What administrative functions are 'farmed-out' or contracted to consultants?*

The drafting of the District's Needs Assessment and Solid Waste Management Plan is contracted out.

3.4.2 *What non-administrative functions are 'farmed-out' or contracted to consultants?*

There are no non-administrative functions contracted out at this time.

3.4.3 *Does a formal contract exist between the District and the contractor for the purpose of providing services?*

Yes, the District signs an agreement of services with the companies prior to the work being completed.

3.4.4 *What is the length of term of the contract?*

The work is conducted on an as-needed basis. The length of the contract is through the completion of the item for a particular year.

3.4.5 *From the contractor, complete an inventory of staff that is involved in solid waste administration. Include the name, title, whether full or part-time, number of years in position, and any certifications held that relate to solid waste issues.*

In 2013, Terracon Consultants, Inc. assisted the District with the Needs Assessment (Jennifer Harmon, full-time, and Juliet Caplinger, full-time). The 2018 Needs Assessment update was led by Terracon full-time employee, Chris Fincher. Chris Fincher is in the Solid Waste department at Terracon and is familiar with applicable solid waste regulations.

3.4.6 *List volunteer programs currently in place. Identify how they function within the District.*

The City of Pine Bluff and Jefferson County Clean and Beautiful Commission; hosts litter cleanups and recycling initiatives in conjunction with the Great Arkansas Cleanup program.

3.5 Solid Waste Authorities

3.5.1 *If any, please list any solid waste authorities that operate within the RSWMD.*

There are currently no solid waste authorities that operate within the District.

3.5.2 *List their Board members and the city/county they represent.*

Not Applicable.

3.5.3 *Discuss their function and how that relates to management of the District.*

Not Applicable.

3.5.4 *Are there any authority members that serve on the District's Board?*

Not Applicable.

3.5.4.1 *If so, please list them and the public entity they represent.*

Not Applicable.

3.6 Administrative Procedures and Other Documents

3.6.1 *Are the RSWMD's current Rules, Regulations, and Procedures approved by the Board? Effective date?*

Yes. The effective date (for 2011) was July 13, 1989. Since 2011, the District has updated/changed the, Regulations, and Procedures which were filed in November of 2012. There have been no revisions since the 2012 update.

3.6.2 *Have they been filed with the Arkansas Secretary of State? How was the public involved in development of the District's Rules, Regulations, and Procedures?*

Prior to the recent changes in the District Rules, Regulations and Procedures, Secretary of State submittal has not occurred. However, updates during 2012 have been submitted to the Arkansas Secretary of State. The public was involved through public notices and a public comment period.

3.6.3 *Append a copy of the district's approved Rules, Regulations, and Procedures. Include any amendments.*

Provided in **Appendix 3** is a copy of the Bylaws, Rules, Regulations and Procedures for the District.

3.7 Administrative Funding

RSWMDs fund their operations using a variety of methods as described in Arkansas statutes. Funding is also supplied to the Districts via the Solid Waste Management and Recycling Grants Program and the Waste Tire Program.

Provide the following information regarding how the district is funded and the percentages of that funding source when compared to the entire district budget. In the following manner, list the most recent annual funds received from ADEQ for administrative purposes:

Recycling Grants	\$54,000
Waste Tire Grants	\$50,000
Other Grants (Identify Source- E-Waste from ADEQ)	\$24,000
Total Administrative Funds From Grants	\$128,000

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* Grant amounts provided by the District are approximate values.

Next, list all administrative fees levied and collected by the District.

<u>Source</u>	<u>Most Recent Annual Dollar Amount</u>	<u>% of Total</u>
ADEQ Grants (from total above)	\$ 128,000	42 %
Local Sources		
Hauler Licensing	NA	
Taxes	NA	
Per Capita Fee	NA	
Assessment/Tipping	\$180,000	58%
Collection Fee	NA	
Other*	NA	
Total Revenue	\$ 0	0 %
Total Annual Funds	\$ 308,000	100 %

Note: The amounts provided by the District above are approximate values.

A solid waste administrative fee and waste hauler licensing fees may be assessed in the future.

3.8 RSWMD Budget

3.8.1 *Provide a copy of the most recent annual budget for the RSWMD.*

The District does not have a formal, separate annual budget. The only revenue that they receive are from the grants and the tipping fees listed above. The District's budget is included in the Southeast Arkansas Economic Development District.

3.8.2 *Who approves the annual operating budget for the district?*

The Development District Board approves the annual operating budget for the District. The Development District Board includes District Board members plus private citizens.

3.9 Public Education and Support

3.9.1 *Provide information on the programs and resources utilized by the district to provide education to the general public.*

The District does not have a formal education and public awareness services program, however cities and counties have education programs that they independently manage. The District currently provides technical assistance and education on specific issues as required by the Board or any of the member jurisdictions.

The District is active in the following organizations, with each of these organizations providing educational opportunities to the members of the District:

- Arkansas Environmental Academy
- Solid Waste Association of North America
- District Director's Association
- Arkansas Environmental Federation
- Arkansas Licensed Operator Training Program (Regulation 27)
- Arkansas Recycling Coalition

3.9.2 *How is the public informed of the goals and objectives, as well as achievement of the goals?*

The District communicates with the member entities via regular meetings and staff contacts. Technical assistance between the District staff and local governments are routine. The district is available for questions from citizens during regular business hours. The meetings are not public noticed.

3.9.3 *How is the public informed of the services, available facilities, and programs of the District?*

The District does not currently have a regular radio, television, or newspaper related promotional program. However, if the public needs information, they can contact the District office.

3.9.4 *How is the public involved in the planning and participation of events and programs supporting the district's goals and objectives.*

The District does not sponsor regularly scheduled forums where the public can voice environmental concerns. However, the regular Board meetings are open to the public and comments are welcome.

3.10 Programs for Elimination of Illegal Dumping and Open Burning

- 3.10.1 *Explain the RSWMDs programs, enforcement efforts, and public education initiatives to eliminate open burning and burn barrels within the District.*

The District plans to establish a public education program that targets waste reduction and recycling. This program will also have an element of open burning control and enforcement through local officials. This program is also dependent upon the proper education of local law enforcement and a commitment on their part to enforce open burning regulations that are in place. The District will provide educational material to ensure that local officials understand their role in this area.

- 3.10.2 *Provide information on current illegal dump site locations and what programs the District has in place to eliminate these sites.*

The District has adequately addressed the closure of illegal dumps to the point that very few illegal dumps are known within the District. This achievement is due to the provisions for waste collection and disposal that are detailed in this document. Potential problems in illegal disposal could reoccur if continued financial provisions and local government participation is not continued. Continued enforcement and public education programs will ensure that local governments will continue to participate and fund their solid waste management systems ensuring that illegal dumping does not occur. The District Staff is working on legislation to provide grant funds for funding illegal dump control officers.

- 3.10.3 *Provide the names of all licensed Illegal Dump Control Officers within the RSWMD.*

Bobby Hopper, based out of Jefferson County, and Elvin Ingram of Drew County are the Licensed Illegal Dump Control Officers for SEARSWMD.

4.0 WASTE ORIGIN, COMPOSITION, AND CHARACTERIZATION

Under this element, RSWMDs are asked to identify the quantities and makeup of waste generated within the District. Identifying the quantities and types of waste in the waste stream is an important step in planning for the waste management processes of waste reduction, recycling, re-use, waste to energy, and planning for adequate disposal capacity for the District.

Waste Categories

Provide a spreadsheet or table categorizing solid waste as being generated by residential house holds and commercial entities, as well as waste generated by industries within the District.

4.1 Residential and Commercial Waste Estimation

These wastes can be estimated utilizing a per capita generation rate. The most recent information provided by EPA indicates that house hold and commercial waste (known as municipal solid waste or MSW) is produced at a rate of 4.40 pounds per person per day.

Appendix 4 contains a spreadsheet that identifies the estimated amount of house hold and commercial waste that is generated within the District in a year's time frame. The estimate is based upon the EPA provided estimate of 4.40 pounds per person per day.

4.2 Municipal Solid Waste Makeup

Municipal waste makeup can be computed by utilizing the percent of material commonly found in the waste stream and the populations for each county of the state. This information, found on the website for the U.S. Census Bureau, Population Division, is provided on following pages.

Appendix 4 contains a spreadsheet that identifies the estimated break down of amount of house hold and commercial waste that is generated within the District in a year's time frame.

4.3 Industrial Waste Generation

Industrial Waste generation rates can differ significantly from one locale to another.

- 4.3.1 *Each RSWMD should conduct a survey of the large industrial waste generators within their District. All estimations of industrial volumes should be based upon the results gained from individual surveys done by the District.*

As discussed in 4.3.3, the District determined that industries with more than 100 employees would be surveyed. This information was gathered through ADEQ's website and the Arkansas Department of Economic Development.

- 4.3.2 *Each District should develop a method to identify generators and provide a survey form for completion by the facility.*

Once the industries were identified, approximately 20 within the District, a survey was developed based upon the summary report provided by ADEQ. While collecting the survey information, it was found that many industries previously listed as active are no longer in business or were unable to be reached by mail. Due to the minimal response from the survey, phone calls were conducted to the remaining industries.

- 4.3.3 *These generators might be identified based upon number of employees (such as more than 100 employees), estimated volume waste produced by the facility (such as more than 50 tons per year), or other factors determined by the RSWMD. The Arkansas Industrial Foundation publishes an annual directory of manufacturers. Provide the following for each Generator:*

For the following items, please see **Appendix 5** for a complete listing of industries and their types of waste within the District.

- 4.3.3.1 *Generator Name and its location*

- 4.3.3.2 *Types of waste generated*

- 4.3.3.3 *Latest annual volume of industrial waste (exclude waste considered commercial waste)*

- 4.3.3.4 *Latest annual types and volumes of materials recycled by the Generator*

5.0 WASTE COLLECTION, RECYCLING, AND DISPOSAL

There should be an evaluation of the collection, recycling and disposal system in place within the District. This should demonstrate the level of services provided, type of services provided, and the associated costs of those services. The effectiveness and convenience of collection services for all residents should be evaluated, as well as providing information for RSWMD planning.

Additionally, this element will provide a very clear outline of the current infrastructure (facilities and transportation) status in various Districts throughout the State. In order to have consistent information, all data provided should be from January 1-December 31, 2017.

Existing Solid Waste Management Facilities

This item will provide a description and available handling capacity on all existing facilities used in management or disposal of solid waste within the District.

5.1 Landfills

While landfills have historically been the primary depository of solid waste collected within the state, more and more RSWMD's are looking for alternatives to land disposal.

- 5.1.1 *Each RSWMD should identify all facilities within the jurisdiction that are utilized for management of Solid Waste, including waste to energy facilities, C&D Recycling facilities, Recycling centers, as well as landfills.*

Please see **Appendix 6** for a complete listing of facilities within the District.

- 5.1.2 *A map locating each type of facility should be provided. (see Element 1.1.2)*

A map of the facilities located within the District is provided in **Appendix 1**.

- 5.1.3 *Each landfill should be listed and information on volumes received, source of waste (in District vs. out of District), remaining life/capacity, expansion plans, projected closure date.*

Please see **Appendix 7** for information regarding the landfills within the District.

- 5.1.4 *Recognizing that landfill operators charge different customers different tipping fees based upon contract terms, volume, and special handling requirements, the “gate rate” for each material accepted should be provided.*

Please see **Appendix 7** for information regarding the “gate rate” for items disposed of at landfills, if applicable.

5.2 Transfer Stations

Transfer stations play a significant role in providing economical transport of collected waste to final disposition. Transfer stations also provide local disposal options for waste materials not collected by Collection Company.

- 5.2.1 *Identify each transfer station and the services provided at the transfer station should be listed (such as types of material accepted for disposal, recycling, composting.).*

Please see **Appendix 7** for information regarding the transfer stations within the District.

- 5.2.2 *A map should be provided depicting the location of all transfer stations within the RSWMD. (see 1.1.2)*

A map of the transfer stations located within the District is provided in **Appendix 1**.

- 5.2.3 *For each transfer station, the facility that the collected material is sent to should be identified (such as landfill, material recovery facility, compost site).*

Please see **Appendix 7** for information regarding facilities in which collected material is sent to within the District.

5.3 All other facilities

All other facilities utilized for management of collected waste should be identified.

- 5.3.1 *The list of facilities might include Material Recovery Facilities (recycling centers), compost facilities, C&D recovery facilities or waste-to-energy facilities.*

Information regarding recycling and compost facilities located in the District can be found in **Appendix 6**.

5.4 All Facilities

For each facility, identify the amount and type of material handled, service area serviced, and service charge to customers utilizing facility.

5.4.1 *Provide a listing of each existing facility, including the following information:*

Please see **Appendix 6** for the following information regarding the facilities within the District.

5.4.1.1 *Name of Facility*

5.4.1.2 *Physical Address or description of Location of the Facility*

5.4.1.3 *Contact Information*

5.4.1.4 *Type of Facility (ie: Class I Landfill, Class 3 Landfill, Class 4 Landfill, Transfer Station, Recycling Facility, etc.)*

5.4.1.5 *Remaining Capacity of the disposal facilities, in years and cubic yards, using the most recent Annual Engineering Inspection Report. These reports are available on ADEQ's website.*

(http://www.adeg.state.ar.us/solwaste/branch_technical/permitted_facils/permit_list.asp)

5.5 Solid Waste Collection Systems

This item will provide a description and available capacity of the collection/transportation systems in place in the District.

5.5.1 *Provide a table of the existing solid waste collection systems within the RSWMD.*

Please see **Appendix 8** for a complete listing of the Haulers within the District.

5.6 Collection Service Providers

Identify the type of service provided, service area, frequency of collections, contractual arrangement (individual or exclusive contract), and method of revenue collection (from individual or contract with government entity).

- 5.6.1 *Determine the cost of services for residential services (garbage, recycling, bulky waste, yard waste, and other services).*

A complete listing of collection service providers for the calendar year 2017 is provided in **Appendix 8**. Please note that the District had a minimal response of the surveys sent to the collection service providers and haulers during February 2018. Therefore, secondary attempts to survey by phone calls were conducted during the last week of February and first week of March. The information provided in **Appendix 8** is based upon information gathered from the phone surveys and the mailed survey responses.

- 5.6.2 *Each collection company should provide the number of accounts (residential, commercial, and industrial).*

A complete listing of collection service providers for the calendar year 2017 is provided in **Appendix 8**. Please note that the District had a minimal response of the surveys sent to the collection service providers and haulers during February 2018. Therefore, secondary attempts to survey by phone calls were conducted during the last week of February and first week of March. The information provided in **Appendix 8** is based upon information gathered from the phone surveys and the mailed survey responses.

- 5.6.3 *Include the volume of material delivered to end point facility (landfill, transfer station, recycling center, compost center, etc).*

A complete listing of collection service providers for the calendar year 2017 is provided in **Appendix 8**. Please note that the District had a minimal response of the surveys sent to the collection service providers and haulers during February 2018. Therefore, secondary attempts to survey by phone calls were conducted during the last week of February and first week of March. The information provided in **Appendix 8** is based upon information gathered from the phone surveys and the mailed survey responses.

5.7 Waste Hauler/Transporter Information

Please provide the following information for each Waste Hauler/Transporter:

- 5.7.1 *Name of Hauler/Transporter*

A complete listing of collection service providers/haulers for the calendar year 2017 is provided in **Appendix 8**. Please note that the District had a minimal response of the surveys sent to the collection service providers and haulers during February 2018. Therefore, secondary attempts to survey by phone calls were conducted during the last week of February and first week of March. The information provided in **Appendix 8** is based upon information gathered from the phone surveys and the mailed survey responses.

5.7.2 *Contact Information*

A complete listing of collection service providers/haulers for the calendar year 2017 is provided in **Appendix 8**. Please note that the District had a minimal response of the surveys sent to the collection service providers and haulers during February 2018. Therefore, secondary attempts to survey by phone calls were conducted during the last week of February and first week of March. The information provided in **Appendix 8** is based upon information gathered from the phone surveys and the mailed survey responses.

5.7.3 *Hauler Equipment List and Hauling Capacity.*

A complete listing of collection service providers/haulers for the calendar year 2017 is provided in **Appendix 8**. Please note that the District had a minimal response of the surveys sent to the collection service providers and haulers during February 2018. Therefore, secondary attempts to survey by phone calls were conducted during the last week of February and first week of March. The information provided in **Appendix 8** is based upon information gathered from the phone surveys and the mailed survey responses.

5.7.4 Detailed map showing coverage area served by the hauler. (This map should provide coverage on a street level of detail.)

Surveys were mailed out to all Haulers within the District asking for their service maps and many were unable to produce a map, but could describe in writing on the survey forms the service areas for each Hauler. Other haulers provided tourists maps of their cities/counties/districts to demonstrate their coverage. Due to the nature of the large, folding tourists maps, these have not been included with the returned surveys found in **Appendix 9**.

5.7.5 Type(s) of materials transported, including commercial and industrial wastes.

Please see **Appendix 8** for information pertaining to the Haulers within the District.

5.8 Import/Export Status

This item will provide information about the waste that is generated within the jurisdictional area of the District and shipped out for management or disposal. Additionally, this item will provide information about waste generated outside the jurisdictional area of the District and shipped into the District for management or disposal.

- 5.8.1 *Provide a list of the types and estimated annual volume of waste generated within the jurisdictional area of the District and shipped out of the District and/or out of state for management or disposal.*

Based on information provided from the surveys conducted in February 2018, waste generated within the District is not exported and remains in the District.

- 5.8.2 *Provide a list of the types and estimated annual volume of waste imported into the District for management or disposal.*

The District does not currently have any way of determining the type and estimated annual volume imported into the District.

- 5.8.3 *Provide a list of haulers that pick up Arkansas generated waste in District and transport it out of state for disposal.*

Please see response to question 5.8.1.

Needs Assessment

Southeast Arkansas Regional Solid Waste Management District
March 2018 ■ Terracon Project No. 35187002



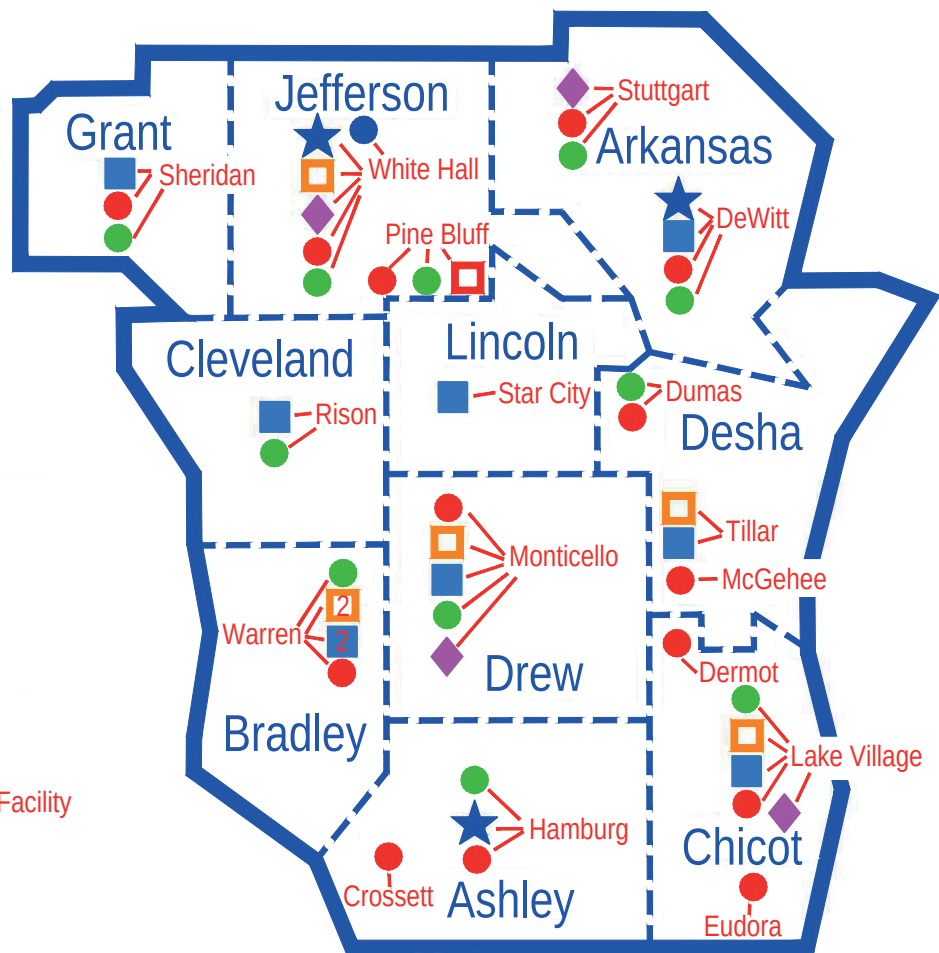
Appendix 1 Figure

Southeast RSWMD



LEGEND:

- ★ Class 1 Landfill
- ◻ Class 4 Landfill
- Transfer Station
- ◆ Compost
- Class 1 Cities
- Recycling Facility
- Tire Processing Facility
- ◻ Household Hazardous Waste Facility



Project Mng:	JKH	Project No.	061-001-35187002
Drawn By:	MJA	Scale:	N.T.S.
Checked By:	JKH	File No.	001
Approved By:	JKH	Date:	2/22/2018

Terracon
Consulting Engineers and Scientists
25809 I-30 SOUTH BRYANT, AR 72022
PH. (501) 847-9292 FAX. (501) 847-9210

SEARSWMD FACILITIES MAP
SOUTHEAST ARKANSAS REGIONAL SOLID WASTE MANAGEMENT DISTRICT
JEFFERSON COUNTY ARKANSAS

EXHIBIT
1

Needs Assessment

Southeast Arkansas Regional Solid Waste Management District
March 2018 ■ Terracon Project No. 35187002



Appendix 2

District Board Members and District Administrative Staff

SOUTHEAST REGIONAL SOLID WASTE MANAGEMENT DISTRICT STAFF

Gene Higginbotham	A.C. Armstrong	Beth Robertson
Executive Director	Solid Waste Director	Executive Assistant
Employed one year	Employed ten years	Employed 38 years
Full-time employee	Full-time employee	Full-Time employee

BOARD MEMBERS:

Please see the table below, listing the current 2018 list of SEARSWMD Board Members.

COUNTY	TITLE	SALUTATION	FIRST	LAST	COUNTY/CITY	MAILING ADDRESS	CITY	STATE	ZIP	EMAIL	PHONE	FAX
Arkansas	Judge	The Honorable	Eddie	Best	Arkansas County	101 Court Square	DeWitt	Arkansas	72042	arcojudge@centurytel.net	870-946-4321	870-946-3200
Arkansas	Mayor	The Honorable	Ralph	Relyea	City of DeWitt	120 Court Square	DeWitt	Arkansas	72042	dewittmayor@centurytel.net	870-946-1776	870-946-1106
Arkansas	Mayor	The Honorable	J.W.	Green	City of Stuttgart	304 South Maple	Stuttgart	Arkansas	72160	clerk1@cebridge.net	870-673-3535	870-673-7430
Ashley	Judge	The Honorable	Jim	Hudson	Ashley County	205 East Jefferson St., #14	Hamburg	Arkansas	71646	ashleycountyjudge@att.net	870-853-2000	870-853-2005
Ashley	Mayor	The Honorable	Scott	McCormick	City of Crossett	P O Box 560	Crossett	Arkansas	71635	s.mccormick@cityofcrossett.net	870-364-4825	870-364-4310
Ashley	Mayor	The Honorable	Dane	Weindorf	City of Hamburg	P O Box 72	Hamburg	Arkansas	71646	daneweindorf@gmail.com	870-853-5300	870-853-8134
Bradley	Judge	The Honorable	Klay	McKinney	Bradley County	101 East Cedar Street	Warren	Arkansas	71671	bc_judge@yahoo.com	870-226-3853	870-226-8401
Bradley	Mayor	The Honorable	Bryan	Martin	City of Warren	P O Box 352	Warren	Arkansas	71671	bryan.martin1@sbcglobal.net	870-226-6743	870-226-8301
Chicot	Judge	The Honorable	Mack	Ball, Jr.	Chicot County	108 Main Street	Lake Village	Arkansas	71653	chicotjudge@gmail.net	870-265-8015	870-265-8018
Chicot	Mayor	The Honorable	Clinton	Hampton	City of Dermott	P O Box 371	Dermott	Arkansas	71638	cityofdermott@sbcglobal.net	870-538-5251	870-538-5252
Chicot	Mayor	The Honorable	Stephen	Tisdale	City of Eudora	239 S Main	Eudora	Arkansas	71640	eudoracity@sbcglobal.net	870-355-4436	870-355-4003
Chicot	Mayor	The Honorable	JoAnne	Bush	City of Lake Village	P O Box 725	Lake Village	Arkansas	71653	jbush@cityoflakevillage.com	870-265-2228	870-265-5817
Cleveland	Judge	The Honorable	Gary	Spears	Cleveland County	P O Box 348	Rison	Arkansas	71665	ccjudgespears@yahoo.com	870-325-6214	870-325-6366
Cleveland	Mayor	The Honorable	Vernon	Dollar	City of Rison	P O Box 405	Rison	Arkansas	71665	judgovern2003@yahoo.com	870-325-6381	870-325-6152
Desha	Judge	The Honorable	Jack	May	Desha County	P O Box 188	Arkansas City	Arkansas	71630	janewatkins@deshacounty.org	870-877-2426	870-877-3413
Desha	Mayor	The Honorable	Johnny	Brigham	City of Dumas	P O Box 157	Dumas	Arkansas	71639	dumas@centurytel.net	870-382-2121	870-382-6846
Desha	Mayor	The Honorable	Jeff	Owyong	City of McGehee	P O Box 612	McGehee	Arkansas	71654	owyong@att.net	870-222-3160	870-222-5729
Drew	Judge	The Honorable	Robert	Akin	Drew County	210 S. Main Street	Monticello	Arkansas	71655	drewcojudge@sbcglobal.net	870-460-6200	870-367-7046
Drew	Mayor	The Honorable	David	Anderson	City of Monticello	P O Box 505	Monticello	Arkansas	71655	montcity@att.net	870-367-4400	870-367-4405
Grant	Judge	The Honorable	Randy	Pruitt	Grant County	101 W Center St., Room 101	Sheridan	Arkansas	72150		870-942-2551	870-917-2145
Grant	Mayor	The Honorable	Joe	Wise Jr.	City of Sheridan	P O Box 44	Sheridan	Arkansas	72150	shercity@windstream.net	870-942-3921	870-942-4683
Jefferson	Judge	The Honorable	Henry	Wilkins IV	Jefferson County	101 W Barraque Street	Pine Bluff	Arkansas	71601		870-541-5360	870-536-2977
Jefferson	Mayor	The Honorable	Shirley	Washington	City of Pine Bluff	200 East 8th St	Pine Bluff	Arkansas	71601	mayor@cityofpinebluff.com	870-543-1855	870-730-2174
Jefferson	Mayor	The Honorable	Noel	Foster	City of White Hall	P O Box 20100	White Hall	Arkansas	71612	noel.foster@whitehallar.org	870-247-2399	870-247-2229
Lincoln	Judge	The Honorable	Charles	Capps Sr.	Lincoln County	300 South Drew St.	Star City	Arkansas	71667	lcjudge@centurytel.net	870-628-4147	870-628-4385
Lincoln	Mayor	The Honorable	Paul	Carter	City of Star City	P O Box 219	Star City	Arkansas	71667	mayoryarbrough@yahoo.com	870-628-4166	870-628-4055

Needs Assessment

Southeast Arkansas Regional Solid Waste Management District
March 2018 ■ Terracon Project No. 35187002



Appendix 3

District Bylaws

BY-LAWS
OF THE
SOUTHEAST ARKANSAS REGIONAL SOLID WASTE PLANNING BOARD

AUTHORIZATION:

ACT 870, 1989, an ACT to provide for the creation and establishment of Regional Solid Waste Planning Boards which correspond to the boundaries of the Planning and Development Districts, enacted by the General Assembly of the State of Arkansas

Section I: Purpose:

The purpose of the Regional Solid Waste Planning Board is to protect the public health and the State's environmental quality by requiring regional solid waste management planning.

Section II: Functions:

The Regional Solid Waste Planning Board shall have the following responsibilities and functions:

- A. The Board shall collect data, study and initially evaluate the solid waste management needs of all localities within the District;
- B. The Board shall evaluate on a continuous basis the solid waste needs of the District, and thereby update the Regional Needs Assessment at least biennially;
- C. The Board shall formulate recommendations to all local governments within the District on Solid Waste Management issues, and to formulate plans for providing adequate solid waste management;
- D. The Board shall issue or deny Certificates of Need to any applicant for a solid waste disposal facility permit within the District;
- E. The Board shall adopt such rules or regulations as necessary to assure public notice and participation in any findings or rulings of the Board; and
- F. The Board shall carry out all other powers and duties conferred by this ACT.

Section III: Membership:

- A. In accordance with Section 3 of ACT 870, 1989, the Regional Solid Waste Planning Board shall consist of:
- 1) The county judge of each county within the District.
 - 2) The mayor of the largest city in each county of the District.
 - 3) One member from the District who is an owner/operator of a private sector landfill.
 - 4) Three members of the general public from the respective District.
- B. The county judges and mayors of the largest cities in each county of the district shall serve on the Board during their terms of office.
- C. Board membership of the one owner/operator of a private sector landfill of the respective District shall be for three years.
- D. Board membership of the three members from the general public of the District shall be staggered three year terms except the initial terms for the general public members shall be for one, two, or three years to be determined by lot.

Section IV: Officers:

The officers of the Board shall consist of Chairman, Vice-Chairman, Secretary and Treasurer. Officers shall serve one year terms beginning July 1. Officers shall retain their duties until a replacement has been elected by the Board.

- A. Chairman - The Chairman shall preside at all meetings of the Board and shall advise with the other officers of the Board on matters of policy. He shall have other powers and perform other such duties as may be incidental to his office, as are given to him by these By-Laws or may be assigned to him by the Board.
- B. Vice-Chairman - In the event of the absence of the Chairman, the Vice-Chairman shall act as Chairman. In addition, the Vice-Chairman shall serve as Parliamentarian for the Board.
- C. Secretary - The Secretary shall keep minutes of the proceedings of the Board in appropriate books provided for that purpose, see that all notices are duly given as required by the Board and perform such other duties as may be assigned or delegated by the Chairman or Board.

- D. Treasurer - The Treasurer shall have general charge and custody and be responsible for all funds of the Board, deposit all monies received, in the name of the Board, in such banks, or other depositories as may be designated by the Board. The treasurer shall keep correct and complete books and records of account and perform such other duties as may be assigned to him by the Board. All disbursements of the Board shall require two signatures.

Section V: Committees;

A. Executive Committee

- 1) The Executive Committee shall consist of the officers of the Board.
- 2) The Chairman of the Board shall be the Chairman of the Executive Committee.
- 3) The Executive Committee may act on behalf of the Board between the regularly scheduled meetings of the Board. Such action by the Executive Committee shall be reported to the Board and shall have the effect of the Board until rescinded by the Board.

- B. Ad Hoc Committees shall be appointed for specific purposes as necessary. The Chairman of the Ad Hoc Committee shall be appointed by the Board Chairman.

Section VI: Meetings:

A. Meetings of the Board shall be held as follows:

- 1) Once a month, or
- 2) On the call of a majority of the members of the Executive Committee with at least three day notification to the Board membership.
- 3) Meetings dates can be delayed or changed by the Board.

- B. Meetings of committees shall take place on call of the Chairman of the Committee.

Section VII: Number of Votes per Member:

Each representative shall have one vote. Proxy votes shall be allowed if the proxy is presented to the Secretary of the Board prior to the meeting. The proxy shall identify the specific agenda item and must be voted by a member of the Board.

Section VIII: Quorum:

A quorum shall consist of a majority of Board members at any scheduled meeting. Proxies shall be counted for purposes of determining a quorum. For specific actions of the Board a majority vote shall be cast by the majority of the full Board, whether members are present or absent.

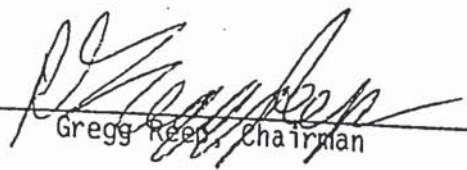
Section IX: Amendment:

Amendment to the bylaws shall require a majority vote of the Board.

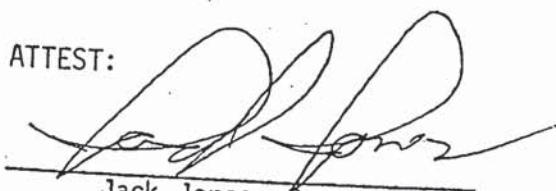
Adopted this 13th day of July, 1989

SOUTHEAST ARKANSAS REGIONAL SOLID
WASTE PLANNING BOARD

BY:


Gregg Reep, Chairman

ATTEST:


Jack Jones, Secretary

POLICIES, PROCEDURES, AND CRITERIA

FOR

ARKANSAS ACT 870 OF 1989
CERTIFICATE OF NEED REVIEW

FOR

SOLID WASTE LANDFILL FACILITIES

Southeast Arkansas Regional
Solid Waste Management Board
721 Walnut
P.O. Box 6806
Pine Bluff, Arkansas 71611
(501) 536-1971

November 1990

RULE 1. Description

The Southeast Arkansas Regional Solid Waste Management Board is the designated Board, to conduct the solid waste planning and management responsibilities mandated in Section Four (4) of Arkansas Act 870 of 1989. This Board has been duly designated under the terms and conditions prescribed in Section Three (3) or Section Nine (9), as applicable, of Act 870 of 1989, and its jurisdictional boundaries include: Arkansas County, Ashley County, Bradley County, Chicot County, Cleveland County, Desha County, Drew County, Grant County, Jefferson County, and Lincoln County.

The State law referred to above provides that the Southeast Arkansas Regional Solid Waste Management Board shall have the following powers and duties:

- a. Collect data, study and evaluate the solid waste management needs of all localities within this jurisdiction, as provided in Section Five (5) of the law, and to publish findings as a Regional Needs Assessment;
- b. Evaluate on a continuous basis the solid waste needs of this jurisdiction, and thereby update the Regional Needs Assessments at least biennially;
- c. Formulate recommendations to all local governments within this jurisdiction on solid waste management issues, and to formulate plans for providing adequate solid waste management;
- d. Issue or deny Certificates of Need to any applicant for a solid waste landfill permit within this jurisdiction;
- e. Adopt such rules or regulations as necessary to assure: 1) consistency of review and decision making procedures/criteria among the several Boards, and 2) public notice and participation in any findings or rulings of this Board; and
- f. Carry out all other powers and duties conferred by Act 870 of 1989.

RULE 2 Definitions

- a. The term "affected persons" includes: the applicant; the Arkansas Department of Pollution Control and Ecology; the Regional Solid Waste Management Board (RSWMB) or Solid Waste Service Area Board (SWSAB), where applicable, for the area in which the proposed solid waste landfill is to be located; RSWMBs and SWSABs having jurisdiction in contiguous areas to

the location; units of general local government, within the geographic area served or to be served by the applicant and within the Regional Solid Waste Management District (RSWMD) or Solid Waste Service Area (SWSA); and solid waste landfill permittees having permitted a solid waste disposal site in the RSWMD or SWSA in which the landfill is proposed to be located.

- b. The term "interested party" means the Director or his designee, the Board, the person making application to the Board or any person submitting written comments on the application within the public comment period.
- c. The term "Certificate of Need" means a certificate issued by the Southeast Arkansas Regional Solid Waste Management Board to an individual or organization proposing to obtain a landfill permit for solid waste disposal. The certificate recognizes that such landfill, when available, will be needed by those for whom it is intended. A Certificate of Need is a condition of application for a solid waste landfill permit under the Arkansas Solid Waste Management Code. The Department may deny any permit based upon the denial of a Certificate of Need by the Southeast Arkansas Regional Solid Waste Management Board.
- d. The term "Certificate of Need Review" means review of petitions for Certificates of Need where the landfill if permitted will be located in this jurisdictional area. Under Arkansas Act 870 of 1989, RSWMBs and SWSABs, where applicable, are required to have the respective Board administer a Certificate of Need Review Program.
- e. The term "solid waste" means all putrescible and non-putrescible wastes in solid or semi-solid form, including but not limited to, yard and food waste, waste glass, waste metals, waste plastics, waste papers, waste paperboard and all other solid and semi-solid waste resulting from industrial, commercial, agricultural, community and residential activities.
- f. The term "landfill" means a permitted landfill under the Arkansas Solid Waste Management Act, Arkansas Code 8-6-201 et seq., except those permitted landfills where a private industry bears the expense of operating and maintaining the landfill solely for the disposal of wastes generated by the industry or wastes of a similar kind of character.

RULE 3. Purpose and Applicability

- a. The Southeast Arkansas Regional Solid Waste Management Board will administer the Certificate of Need Review Program which:
 - 1) applies to the offering of new or increased solid waste landfill disposal capacity within its jurisdictional boundaries, and 2) is consistent with the laws of the State.

- b. In performing its review functions, the Southeast Arkansas Regional Solid Waste Management Board shall follow procedures and apply criteria developed in accordance with procedures and regulations herein.

RULE 4. General

- a. The Southeast Arkansas Regional Solid Waste Management Board will administer within the Southeast Region a Certificate of Need Review Program.
- b. Only the Southeast Arkansas Regional Solid Waste Management Board will issue or deny Certificates of Need for proposed landfill permits within the Southeast Region.
- c. In issuing or denying Certificates of Need, the Southeast Arkansas Regional Solid Waste Management Board will take into account the findings enumerated in the Regional Needs Assessment Report applicable to the area where the landfill site is proposed, and the criteria enumerated in RULE 4., Paragraphs c., d., e., and RULE 10.
- d. Each decision of the Southeast Arkansas Regional Solid Waste Management Board to issue a Certificate of Need must be consistent with the Regional Needs Assessment.
- e. Each decision of the Southeast Arkansas Regional Solid Waste Management Board to issue or deny a Certificate of Need must be based on documented evidence clearly indicating that the proposed solid waste landfill:
 - 1) Is consistent with the regional planning strategy adopted by the Southeast Arkansas Regional Solid Waste Management Board in the Regional Needs Assessment;
 - 2) Does not conflict with existing comprehensive land use plans of any local governmental entities;
 - 3) Does not disturb an archaeological site as recognized by the Arkansas Archaeological Survey, or a Rare and Endangered Species habitat as recognized by the Arkansas Game and Fish Commission or the U.S. Fish and Wildlife Service; and
 - 4) Will not adversely affect the public use of any local, state, or federal facility, including but not limited to parks and wildlife management areas.

NOTE: The decision of the Southeast Arkansas Regional Solid Waste Management Board to issue or deny a Certificate of Need shall not be based on any technical merits related to proposed or existing solid waste landfills.

RULE 5. Scope of Certificate of Need Program

The Southeast Arkansas Regional Solid Waste Management Board will conduct reviews for new or increased solid waste landfill disposal capacity to be located or proposed to be located in the Southeast Region and which are subject to review under the Certificate of Need Program. Following are the only types of permits that are reviewable under the Certificate of Need Program:

- a. Permits for new solid waste landfill disposal sites,
- b. Transfer of existing solid waste landfill disposal permits,
- c. Reclassification of existing solid waste landfill disposal permits.

RULE 6. Notice of Intent

Before any person submits a petition for a Certificate of Need, that person must notify the Southeast Arkansas Regional Solid Waste Management Board at least thirty (30) days prior to the submission of said petition. The information required in the "notice of intent" shall include:

- a. Name of Applicant;
- b. Applicant's Address and Telephone Number;
- c. Whether the applicant is seeking a new, or transfer or reclassification of an existing landfill permit;
- d. Site map of the proposed or existing solid waste landfill, including precise legal description and total acreage;
- e. Description of the geo-political jurisdictions to be served by the landfill, including population estimates by jurisdiction;
- f. Confirmation from the Arkansas Department of Pollution Control and Ecology that the applicant has requested a statement concerning the current and projected solid waste landfill class being proposed; and

9. Type of waste expected to receive, amount, fees charged, projected income, new jobs created, source of waste, name of owner and operator if different than applicant.

RULE 7. Enforcement

- a. The Certificate of Need Program provides that:
 - 1) No Certificate of Need Application will be accepted nor will a Certificate of Need be issued to any applicant where the solid waste landfill disposal capacity for the respective area and class(s) of permit under review exceed twenty-five (25) years at the time the "Notice of Intent" (RULE 6.) is submitted.
 - 2) No Certificate of Need Application will be accepted for review unless a "Notice of Intent" has been filed in accordance with RULE 6.
 - 3) The Southeast Arkansas Regional Solid Waste Management Board will only issue a Certificate of Need for applications which are found to be needed.

RULE 8. Adoption and Public Notice of Review Procedures and Criteria

Before the Southeast Arkansas Regional Solid Waste Management Board adopts these proposed review procedures and criteria, or any revisions to the proposed review procedures and criteria, persons will be given the opportunity to offer written comments on the procedures and criteria. The Southeast Arkansas Regional Solid Waste Management Board will mail a copy of the proposed revisions to the Arkansas Department of Pollution Control and Ecology at the time notice is provided pursuant to the following paragraph.

The Southeast Arkansas Regional Solid Waste Management Board will publish, in one or more newspapers of general circulation in the area of jurisdiction, a notice stating that review procedures and criteria, or revisions to them, have been proposed for adoption and are available at the Southeast Arkansas Regional Solid Waste Management Board office for inspection and copying, and the date of the public hearing referred to below.

Prior to the adoption of these rules and any revisions to these rules, the Southeast Arkansas Regional Solid Waste Management Board shall conduct a public hearing not less than twenty (20) days before the effective date of adoption. The public hearing will be held in the county where the administrative office of the Southeast Arkansas Regional Solid Waste Management Board is located.

RULE 9. Procedures for Certificate of Need Review

- a. Notification of the Beginning of a Review. Timely written notification will be sent to affected persons, at the beginning of a review of an application for a Certificate of Need, and to any person who has requested his name on the Southeast Arkansas Regional Solid Waste Management Board mailing list maintained by the Southeast Arkansas Regional Solid Waste Management Board. Notification will include the proposed review period (RULE 9, Paragraph b.), the date(s) of any scheduled or anticipated meetings and the public hearing to be held during the course of review, and the location where information related to the request for a Certificate of Need may be reviewed.
 - 1) for purposes of this paragraph, the date of notification is the date on which the notice is sent or the date on which the notice appears in a newspaper of general circulation, whichever is later, and
 - 2) written notification to affected persons will be made by mail; and notification to members of the public will be provided through newspapers of general circulation and public information channels in the Regional Solid Waste Management District or the Solid Waste Service Area, which is applicable.
- b. Review Period. The Southeast Arkansas Regional Solid Waste Management Board will establish a review period, which will include: 1) the date of the public hearing to be held in the County where the proposed solid waste landfill is to be located; and 2) the date of final Southeast Arkansas Regional Solid Waste Management Board finding (normally sixty (60) days or less from the date of notification). The review period begins on the date established in RULE 9., Paragraph a.
- c. Public Comment Period. The Southeast Arkansas Regional Solid Waste Management Board will accept written comments regarding an application for the period from the date of notification (RULE 9, Paragraph a.) through the close of business on the date of the public hearing (RULE 9, Paragraph f.) regarding the application for which notification was made.
- d. Information Requirements. There is a provision for persons subject to a review to submit to the Southeast Arkansas Regional Solid Waste Management Board information that the Southeast Arkansas Regional Solid Waste Management Board requires relating to RULE 4., Paragraph e., Items 1-4. The form, manner, and content of the information will be as follows:

- f. Public Hearing in the Course of Review. The Southeast Arkansas Regional Solid Waste Management Board will provide a public hearing during the course of review on each Certificate of Need application (before the Southeast Arkansas Regional Solid Waste Management Board makes its decision). The public hearing will be held in the County where the proposed solid waste disposal facility is to be located, and notification of said public hearing will be made in accordance with RULE 9, Paragraph a., Item 2.
- g. Ex Parte Contacts. After the commencement of a public hearing under paragraph e., of RULE 9., and before a decision is made, there shall be no "ex parte" contacts between: (1) any person acting on behalf of the applicant.
- NOTE: An "Ex Parte Contact" is defined as "an oral or written communication not on the public record with respect to which reasonable prior notice to all parties is not given, but it shall not include requests for status reports on any matter or proceeding."
- h. Withdrawal of a Certificate of Need. An applicant for a Certificate of Need will specify the time the applicant will make application for a solid waste landfill permit to the Arkansas Department of Pollution Control and Ecology (ADPCE), and a time, that if and when a permit is issued by the ADPCE, that construction will be completed and operation of the permitted facility is to begin. After issuance of a Certificate of Need, the Southeast Arkansas Regional Solid Waste Management Board will periodically review the progress of the holder to the Certificate of Need in meeting the timetable specified in the approved application and report same to the ADPCE. If on the basis of this review the Southeast Arkansas Regional Solid Waste Management Board determines that the holder of the Certificate of Need is not meeting the timetable and is not making a good faith effort to meet it, the Southeast Arkansas Regional Solid Waste Management Board may withdraw the Certificate of Need. In withdrawing a Certificate of Need, the Southeast Arkansas Regional Solid Waste Management Board will follow the procedures in Paragraph f. of this RULE.
- i. Availability of Reports; Method of Obtaining Public Access. The Southeast Arkansas Regional Solid Waste Management Board will provide upon request, notification of the status of the review of proposals, findings made in the course of the reviews, and

Department of Pollution Control and Ecology (ADPCE) within sixty (60) days of the date of the Certificate of Need. If after sixty days a pre-application has not been submitted to ADPCE then the Certificate of Need shall be withdrawn as prescribed in RULE 9., Paragraph h.

- b. Under no conditions or circumstances shall a Certificate of Need be in effect for more than six (6) months, unless a permit application for which the Certificate was issued is pending and active with the ADPCE. If in the event a permit application is denied or approved by the ADPCE, then the Certificate of Need, for which the permit was requested, becomes withdrawn.
- c. Under no conditions or circumstances shall a Certificate of Need be transferred, assigned, or otherwise provided to any individual or organization other than as originally specified on the Certificate of Need.

RULE 12. The Sixty(60)-Day Application Process for Certificate of Need Reviews

The following is a summary of the process for submitting and the progression of an application for a Certificate of Need. Each step in the process must be completed prior to issuing or denying a Certificate of Need.

- a. Letter of Intent - A letter of intent is required for every proposal to be reviewed. A potential applicant must submit a letter of intent to the Southeast Arkansas Regional Solid Waste Management Board prior to submission of an application. (Refer to RULE 6.)
- b. Submission of Application - The applicant is responsible for submitting all information concerning the proposed acquisition of a Certificate of Need for the purpose of obtaining a solid waste landfill permit. (Refer to RULE 9., Paragraph d.)
- c. Determination of Completeness - The Southeast Arkansas Regional Solid Waste Management Board will determine the completeness of an application, and within two weeks of receipt of an application, notify the applicant of any additional information necessary for completion of the application. If no requests for additional information are made by the Southeast Arkansas Regional Solid Waste Management Board within two weeks, the application will be deemed to be complete and affected persons will be notified of the beginning of review. (Refer to RULE 9., Paragraph a. and d.)

- d. Beginning of Review - The initiation of the sixty (60) day review period begins on the date of notification by the Southeast Arkansas Regional Solid Waste Management Board, by letter, to the applicant of the completeness of the application and the beginning of the review or the date that the public notice appears in the newspapers, whichever is later. (Refer to RULE 9., Paragraph a.)
- e. Notification of the Beginning of Review - Upon determination of completeness, the Southeast Arkansas Regional Solid Waste Management Board will notify in writing, the applicant and all other affected persons that the review period for the application has begun. (Refer to RULE 9., Paragraph a. and b.)
- f. Public Hearing During the Course of Review - The Southeast Arkansas Regional Solid Waste Management Board will provide a public hearing during the course of review. (Refer to RULE 9., Paragraph f.)
- g. The Southeast Arkansas Regional Solid Waste Management Board will make a final determination on the application based on the established criteria and will provide written findings which state the basis for the final determination. (Refer to RULE 9., Paragraph f.) Such findings will be sent to:
 1. The applicant,
 2. The Arkansas Department of Pollution Control and Ecology, and
 3. Others upon request.

RULE 13. Appeals of Decision of the Southeast Arkansas Regional Solid Waste Management Board

- a. Any interested party to a Certificate of Need determination by a Board may appeal the decision to the Director to the Department of Pollution Control and Ecology pursuant to procedures adopted by the Commission.

Chapter A: Practices and Procedures

Subchapter 1 General

Subchapter 2 Rulemaking

Subchapter 3 Adjudications

Subchapter 1 General

§ 1.01 Authority

§ 1.02 Definitions

§1.01 Authority

Ark. Code Ann. § 8-6-704(a)(6) authorizes regional solid waste management boards to adopt such rules or regulations pursuant to the Arkansas Administrative Procedure Act, § 25-15-201 et seq., as are reasonably necessary to assure public notice and participation in any findings or rulings of the board and to administer the duties of the board.

§1.02 Definitions

For the purposes of these regulations, the following definitions shall apply:

- (a) “APA” means the Arkansas Administrative Procedure Act, § 25-15-201, et seq., as amended from time to time.
- (b) “ADEQ” or “Department” means the Arkansas Department of Environmental Quality.
- (c) “Board” means the Board of Directors of the Southeast Arkansas Regional Solid Waste Management District.
- (d) “Board Members” means the members of the Board of Directors of the Southeast Arkansas Regional Solid Waste Management District.
- (e) “Commission” means the Arkansas Pollution Control and Ecology Commission.
- (f) “Director” means the duly appointed chief administrative officer of the Southeast Arkansas Regional Solid Waste Management District, regardless of the actual position title.

- (g) “District” means the Southeast Arkansas Regional Solid Waste Management District, which includes the counties of: Arkansas, Ashley, Bradley, Chicot, Cleveland, Desha, Drew, Grant, Jefferson and Lincoln.
- (h) “Person” means any individual, partnership, corporation, association, or public or private organization of any character.
- (i) “Rule” means any District regulation or statement of general applicability and future effect that implements, interprets, or prescribes law or mandatory policy, or describes the organization, procedure, or practice of the District.
- (j) “Rulemaking Action” shall include any action by the District to adopt, amend or repeal any District Rule.

Chapter A: Practices and Procedures

Subchapter 2 Rulemaking

- §2.01 Proposed Rulemaking Action
- §2.02 Notice of Proposed Rulemaking Action
- §2.03 Public Comment
- §2.04 Public Hearing
- §2.05 Final Action
- §2.06 Emergency Proceedings
- §2.07 Filing
- §2.08 Effective Date
- §2.09 Certification of Rules
- §2.10 Official Records
- §2.11 Substantial Compliance
- §2.12 Preemption by State or Federal Law
- §2.13 Severability

-
- §2.01 Proposed Rulemaking Action

At any Board meeting, the Board may adopt, amend, or repeal any Rule, consistent with the requirements of this Subchapter.

§2.02 Notice of Proposed Rulemaking Action

- (a) Notice of the proposed new rule or regulation, amendment or repeal of an existing rule or regulation, shall be given to the public at least thirty (30) days prior to any proposed Rulemaking Action.
- (b) The notice shall state the substance of the proposed new rule, amendment or repeal of an existing rule and provide information on obtaining a copy of the proposed Rule from the District. The notice shall inform the public of the time, place and manner in which they may present their comments.
- (c) Notice shall also be mailed, via first class mail, to all persons who request advance notice, in writing, of any Rulemaking Action by the District.
- (d) Unless otherwise required by law, the notice shall be published in the Arkansas Democrat-Gazette, or in such other newspaper(s) of general daily circulation selected by the Board, in its discretion and shall run for three consecutive days.
- (e) Together with any other required documentation, the notice and the proposed Rule shall also be provided to or filed with the Arkansas Secretary of State, the Bureau of Legislative Research, and such other agencies, as required by the APA.

§2.03 Public Comment

The District shall afford all interested persons reasonable opportunity to submit written data, views, or arguments, orally or in writing.

§2.04 Public Hearing

- (a) The District may hold a public hearing to take oral comments from the public concerning any proposed Rulemaking Action.
- (b) The District must hold a hearing to accept oral comments from the public concerning any proposed Rulemaking Action if requested by twenty-five persons, by a governmental subdivision or agency, or by an association having not less than twenty-five members.
- (c) Should a public hearing be held, notice of the hearing shall be made in the manner provided in §2.02

- (d) Where regulations are required by law to be made on the record after opportunity for a hearing, the provisions of that law shall, as applicable, apply in place of these requirements.

§2.05 Final Action

- (a) At any Board meeting following the close of the public comment period and following a public hearing, if any is held, the Board may act on the proposed Rule by: adopting it as originally written; adopting a modified version; or, rejecting the Rule.
- (b) The District shall fully consider all written and oral submissions pertaining to the Rulemaking Action before finalizing the language of the proposed Rule.
- (c) The Board reserves the right to re-issue any proposal for public comment following significant modifications.
- (d) Upon adoption of a Rule, the Board, if requested to do so by an interested person within thirty days of adoption, shall issue a concise statement of the principal reasons for or against its adoption, and demonstrating that public comments were duly considered.

§2.06 Emergency Proceedings

Should the Board find that imminent peril to the public health, safety or welfare or compliance with federal laws requires adoption of a Rule upon fewer than thirty (30) days notice, and states in writing its reasons for that finding, it may proceed without prior notice or hearing, or upon any abbreviated notice and hearing that it may choose, to adopt an emergency Rule. Any emergency Rule so adopted may be effective for no longer than one hundred twenty (120) days.

§2.07 Petition for Rulemaking

Any person residing or doing business within the District may petition the Board for a Rulemaking Action. Within thirty (30) days after submission of a petition, the Board shall either deny the petition, stating in writing its reasons for denial, or shall initiate rulemaking proceedings. If no action is taken by the Board within thirty (30) days, the petition shall be deemed to be denied, and the Board shall not be required to take any further action, except to state its reasons for denial, in writing within ten (10) days after such denial is deemed to have occurred.

§2.08 Filing of Adopted Rule

The Board shall file with the Secretary of State, the Arkansas State Library, and the Bureau of Legislative Research, and any other agency or legislative body, as required by law, the adopted Rule, a statement of financial impact for the Rule and any other information or documents required by law.

§2.09 Effective Date

Each Rule adopted by the Board shall be effective thirty (30) days after filing unless a later date is specified by law or in the Rule itself. However, an emergency Rule may become effective immediately upon filing, or at a stated time less than thirty (30) days thereafter, if the Board finds that this effective date is necessary because of imminent peril to the public health, safety or welfare. The Board's finding and a brief statement of the reasons therefore shall be filed with the regulation. The Board shall take appropriate measures to make emergency Rules known to the persons who may be affected by them.

§2.10 Certification of Rules or Regulations

A copy of any Rule adopted by the Board may be certified by signatures of the Chairman of the Board and Secretary, or by such other method as determined by the Board.

§2.11 Official Records

The District shall maintain a certified copy of every Rule adopted by the Board, and a copy of all other documents required to be filed by this Subchapter and, proof of all required filings. These copies shall be kept at the principal office of the District. A copy of each notice of rulemaking shall also be kept on the file at the District.

§2.12 Substantial Compliance

Every Rulemaking Action by the Board after the effective date of this Subchapter shall be effective if the Rulemaking Action substantially complies with this subchapter.

§2.13 Preemption by State or Federal Law

If any law of the State of Arkansas or the United States shall require a different method for Rulemaking Action in a particular situation, the provisions of this Subchapter shall be preempted to the extent necessary to comply with State or Federal law. Whenever possible, the provisions of this Subchapter shall be interpreted to be consistent with requirements of State and Federal law.

§2.14 Severability

If any provisions of any District Rule or the application thereof to any Person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of District Rules which can be given effect without the invalid provision or application, and to this end the provisions of all District Rules shall be considered severable.

Chapter A: Practices and Procedures

Subchapter 3 Adjudications

§3.01 Assessment of Penalty

§3.02 Form

§3.03 Request for Appeal

§3.04 Appeal to Board

§3.05 Final Agency Action

§3.06 Appeals to Circuit Court

§3.01 Assessment of Penalty

The Director, who shall keep a log of all complaints or violations as determined by the District, is granted the discretion and authority, to the extent permitted by Ark. Code Ann. §§ 8-6-701 et seq., to assess monetary penalties for violations of District Rules as well as to revoke, suspend or deny a license or permit to any person for cause. No formal action regarding a complaint or violation, outlined below, may be taken until efforts have been made to resolve the violation or complaint informally and after the expiration of a twenty four (24) hour period granted by the Director to correct or remediate the complaint or violation.

§3.02 Form

- (a) Penalties shall be assessed by a written Administrative Order, signed by the Director or his or her authorized designee, and delivered to the person against whom the penalty is assessed, with the right to appeal and have a hearing as set out below.
- (b) Administrative Orders shall be delivered in person or by Certified Mail, Return Receipt Requested, to the address of record at the District.
- (c) The Director has the discretion to attach a Consent Agreement to an Administrative Order and to enter into Consent Agreements to settle any Administrative Order.

§3.03 Request for Appeal

- (a) Within thirty (30) days of the receipt of any Administrative Order, the person against whom the Order was issued can request an appeal before the District Board, who may waive any penalty for a first offense based on the person's prior record.
- (b) The request for appeal must be in writing and received by the District office no later than close of business thirty (30) days after the date of the Administrative Order. If the thirtieth day falls on a Saturday, Sunday or District holiday, the request is due by close of business the following business day.
- (c) Requests for appeal may be delivered to the District in person or by Certified Mail, return receipt requested.

§3.04 Appeal to Board

- (a) Persons who timely file a request for appeal shall be entitled to be heard at the first regularly scheduled Board meeting following their request for appeal, unless the request for hearing is received within fourteen (14) days prior to a scheduled Board meeting. In such an event, the appeal will be heard at the following regularly scheduled Board meeting.
- (b) Both sides may appear in person or by counsel. The District shall present their case first, followed by the appellant. Both sides may offer testimony and present evidence to be considered by the Board. Cross-examination shall be allowed as well as questioning by the Board.
- (c) The hearing shall be conducted by the presiding Chair of the Board.
- (d) Conduct of the hearing shall be informal. The Chair shall be entitled to use their discretion to allow, disallow or strike any evidence or testimony that they feel is irrelevant, unreliable or duplicative.
- (e) A court reporter shall be hired to develop a transcript of the hearing. This transcript, along with all evidence presented to and accepted by the Chair shall make up the Administrative Record in that matter.
- (f) At the close of the hearing, the Board shall enter a written order. Each party shall be responsible for drafting a written order to be submitted to the Board. Alternatively, the Board may draft an order at the close of the hearing.

§3.05 Final Agency Action

The written order adopted by the Board shall be the final agency action for the purpose of appeal to Circuit Court.

§3.06 Appeals to Circuit Court

The appellant may appeal the final agency action of the Board to Circuit Court in the appropriate county required by the APA.

Chapter B District Bylaws

Subchapter 4	General
Subchapter 5	Governing Body – Regional Board of Directors
Subchapter 6	Regional Board Meetings

Subchapter4 General

§4.01 Name

§4.02 Authority

§4.03 Purpose

§4.04 Jurisdictional Boundaries

§ 4.01 Name

The name of the District is: Southeast Arkansas Regional Solid Waste Management District.

§ 4.02 Authority

The District was created in July 1989 pursuant to the provisions of Arkansas Code Ann. § 8-6-707 and Commission Regulation 22. The District shall continue to exist until dissolved by unanimous decision of the Board or pursuant to a procedure otherwise authorized by law.

§ 4.03 Purpose

The purpose of the District is the protection of the public health and the environment through regional planning and the development and implementation of a Solid Waste Management System.

§ 4.04 Jurisdictional Boundaries

The District includes the counties of Arkansas, Ashley, Bradley, Chicot, Cleveland, Desha, Drew, Grant, Jefferson and Lincoln.

Chapter B District Bylaws

Subchapter 5 Governing Body – Regional Board of Directors

§ 5.01 Board of Directors

§ 5.02 Officers

§ 5.03 Executive Committee

§ 5.04 Appointed Committees

§ 5.05 Membership

§ 5.01 Board of Directors

The District shall be governed by the Board. The Board shall plan for and oversee the operations, finances and policies of the District and shall have all powers and duties as provided and authorized by state law and these Rules.

§ 5.02 Officers

The general officers of the Board shall consist of Chairman, Vice-Chairman, Secretary and Treasurer. Officers shall serve one year terms beginning July 1. Officers shall retain their duties until they resign or a replacement has been elected by the board. In the discretion of the Board, any two or more offices may be held by the same person, except the Chairman may not hold any other office concurrently.

(a) Chairman: The Chairman shall preside at all meetings of the Board and shall advise with the other officers of the Board on matters of policy. He shall have other powers and perform other such duties as may be incidental to his office, as are given to him by these Bylaws, or may be assigned to him by the Board.

(b) Vice-Chairman: In the absence of the Chairman, the Vice-Chairman shall act as Chairman. In addition, the Vice-Chairman shall serve as Parliamentarian for the Board.

(c) Secretary: The Secretary shall keep or cause to be kept minutes of the proceedings of the Board in appropriate books provided for that purpose, see that all notices are duly given as required by the Board and perform such other duties as may be assigned or delegated by the Chairman or Board.

(d) Treasurer: The Treasurer shall have general charge and custody and be responsible for all funds of the Board, deposit or cause to be deposited all monies received, in the name of the Board, in such banks, or other depositories as may be designated by the Board. The Treasurer shall keep or cause to be kept correct and complete books and records of account and perform all such other duties as may be assigned to him by the Board.

§ 5.03 Executive Committee

(a) The Executive Committee shall consist of the officers of the Board.

(b) The Chairman of the Board shall be the Chairman of the Executive Committee.

(c) Three (3) members of the Executive Committee present in person or represented by proxy shall constitute a quorum. All proxies shall be in writing and filed with the Chairman prior to or at the time of the meeting. A majority vote of those members present in person or represented by proxy shall be required for any action of the

Executive Committee. The Executive Committee may act on behalf of the Board between the regularly scheduled meetings of the Board. Such action by the Executive Committee shall be reported to the Board and shall have the effect of the Board until rescinded by the Board.

§ 5.04 Appointed Committees

The Chairman shall have the authority to appoint committees as the need arises.

§5.05 Membership

Except as otherwise permitted in Ark. Code Ann. § 8-6-703(b)(2), the membership of the board will consist of the county judge of each county within the District, the mayors of each first class city within the District, the mayors of each city within the District which is a county seat, and the mayors of each city within the District with a population of 2,000 or more.

Chapter B District Bylaws

Subchapter 6 Regional Board Meetings

§ 6.01 Meetings

§ 6.02 Quorum

§ 6.03 Amendment of Bylaws

§ 6.04 Parliamentary Procedure

§ 6.01 Meetings

- (a) Regular meetings of the Board will be held as determined by the Board. The meeting date, place, and time shall be determined by the Director and shall be held at a place and time reasonably accessible to all Board Members. Meeting dates may be delayed or changed by the Director, the Board or the Executive Committee.

- (b) Special meetings of the Board may be called at any time by the Chairman, Director, by resolution of the Board, or by a majority of the Executive Committee.

- (c) Appointed Committee meetings shall take place on call of the Chairman of the Committee.

- (d) Written notice of regular and special Board Meetings shall be given personally or by mail to each member of record not less than two (2) days nor more than sixty (60) days prior to the meeting.

§ 6.02 Voting and Quorum

Each Board Member shall have one vote. A majority of the Board Members, present in person or represented by proxy shall constitute a quorum. All proxies shall be in writing and filed with the Secretary prior to or at the time of the meeting. Proxies shall only be valid for the specific meeting or agenda item designated therein. A majority vote of those Board Members present in person or represented by proxy shall be required for any action of the Board.

§ 6.03 Amendment of Bylaws

These Bylaws may be adopted, amended or repealed at any meeting of the Board by a majority vote of at least two-thirds (2/3) of Board Members present or represented by proxy. Written notice of proposed changes to the Bylaws must be sent to Board Members not less than seven (7) days or more than sixty (60) days prior to the meeting at which the action is to be voted upon.

§ 6.04 Parliamentary Procedure

Robert's Rules of Order shall govern all meetings of the Board and Executive Committee.

Needs Assessment

Southeast Arkansas Regional Solid Waste Management District
March 2018 ■ Terracon Project No. 35187002



Appendix 4

Residential Waste

Arkansas County-Residential and Commercial Waste Estimate

		Waste Produced	Waste Produced
Population		in lb	in Tons
	18569	29821814.00	14910.91

Municipal Solid Waste Makeup

		Estimated Tons
Waste Type	Percent of Waste Stream	of Produced Waste
Paper and Paperboard	0.29	4249.61
Food Scraps	0.13	1938.42
Yard Trimmings	0.13	1998.06
Plastics	0.12	1848.95
Metals	0.09	1341.98
Rubber and Textiles	0.08	1252.52
Wood	0.06	954.30
Glass	0.05	685.90
Other	0.03	506.97

Ashley County-Residential and Commercial Waste Estimate

		Waste Produced	Waste Produced
Population		in lb	in Tons
	20989	33708334.00	16854.17

Municipal Solid Waste Makeup

		Estimated Tons
Waste Type	Percent of Waste Stream	of Produced Waste
Paper and Paperboard	0.29	4803.44
Food Scraps	0.13	2191.04
Yard Trimmings	0.13	2258.46
Plastics	0.12	2089.92
Metals	0.09	1516.88
Rubber and Textiles	0.08	1415.75
Wood	0.06	1078.67
Glass	0.05	775.29
Other	0.03	573.04

Bradley County-Residential and Commercial Waste Estimate

		Waste Produced	Waste Produced
Population		in lb	in Tons
	11096	17820176.00	8910.09

Municipal Solid Waste Makeup

Waste Type	Percent of Waste Stream	Estimated Tons of Produced Waste
Paper and Paperboard	0.29	2539.38
Food Scraps	0.13	1158.31
Yard Trimmings	0.13	1193.95
Plastics	0.12	1104.85
Metals	0.09	801.91
Rubber and Textiles	0.08	748.45
Wood	0.06	570.25
Glass	0.05	409.86
Other	0.03	302.94

Chicot County-Residential and Commercial Waste Estimate

Population	Waste Produced in lb	Waste Produced in Tons
11189	17969534.00	8984.77

Municipal Solid Waste Makeup

Waste Type	Percent of Waste Stream	Estimated Tons of Produced Waste
Paper and Paperboard	0.29	2560.66
Food Scraps	0.13	1168.02
Yard Trimmings	0.13	1203.96
Plastics	0.12	1114.11
Metals	0.09	808.63
Rubber and Textiles	0.08	754.72
Wood	0.06	575.03
Glass	0.05	413.30
Other	0.03	305.48

Cleveland County- Residential and Commercial Waste Estimate

Population	Waste Produced in lb	Waste Produced in Tons
8421	13524126.00	6762.06

Municipal Solid Waste Makeup

Waste Type	Percent of Waste Stream	Estimated Tons of Produced Waste
Paper and Paperboard	0.29	1927.19
Food Scraps	0.13	879.07
Yard Trimmings	0.13	906.12
Plastics	0.12	838.50

Metals	0.09	608.59
Rubber and Textiles	0.08	568.01
Wood	0.06	432.77
Glass	0.05	311.05
Other	0.03	229.91

Desha County-Residential and Commercial Waste Estimate

	Waste Produced	Waste Produced
Population	in lb	in Tons
12234	19647804.00	9823.90

Municipal Solid Waste Makeup

	Percent of Waste	Estimated Tons
Waste Type	Stream	Waste
Paper and Paperboard	0.29	2799.81
Food Scraps	0.13	1277.11
Yard Trimmings	0.13	1316.40
Plastics	0.12	1218.16
Metals	0.09	884.15
Rubber and Textiles	0.08	825.21
Wood	0.06	628.73
Glass	0.05	451.90
Other	0.03	334.01

Drew County-Residential and Commercial Waste Estimate

	Waste Produced	Waste Produced
Population	in lb	in Tons
18688	30012928.00	15006.46

Municipal Solid Waste Makeup

	Percent of Waste	Estimated Tons
Waste Type	Stream	Waste
Paper and Paperboard	0.29	4276.84
Food Scraps	0.13	1950.84
Yard Trimmings	0.13	2010.87
Plastics	0.12	1860.80
Metals	0.09	1350.58
Rubber and Textiles	0.08	1260.54
Wood	0.06	960.41
Glass	0.05	690.30
Other	0.03	510.22

Grant County-Residential and Commercial Waste Estimate

Population		Waste Produced in lb	Waste Produced in Tons
	18046	28981876.00	14490.94

Municipal Solid Waste Makeup

	Percent of Waste Stream	Estimated Tons of Produced Waste
Waste Type		
Paper and Paperboard	0.29	4129.92
Food Scraps	0.13	1883.82
Yard Trimmings	0.13	1941.79
Plastics	0.12	1796.88
Metals	0.09	1304.18
Rubber and Textiles	0.08	1217.24
Wood	0.06	927.42
Glass	0.05	666.58
Other	0.03	492.69

Jefferson County-Residential and Commercial Waste Estimate

Population		Waste Produced in lb	Waste Produced in Tons
	72385	116250310.00	58125.16

Municipal Solid Waste Makeup

	Percent of Waste Stream	Estimated Tons of Produced Waste
Waste Type		
Paper and Paperboard	0.29	16565.67
Food Scraps	0.13	7556.27
Yard Trimmings	0.13	7788.77
Plastics	0.12	7207.52
Metals	0.09	5231.26
Rubber and Textiles	0.08	4882.51
Wood	0.06	3720.01
Glass	0.05	2673.76
Other	0.03	1976.26

Lincoln County-Residential and Commercial Waste Estimate

Population		Waste Produced in lb	Waste Produced in Tons
	13935	22379610.00	11189.81

Municipal Solid Waste Makeup

Waste Type	Percent of Waste Stream	Estimated Tons of Produced Waste
Paper and Paperboard	0.29	3189.09
Food Scraps	0.13	1454.67
Yard Trimmings	0.13	1499.43
Plastics	0.12	1387.54
Metals	0.09	1007.08
Rubber and Textiles	0.08	939.94
Wood	0.06	716.15
Glass	0.05	514.73
Other	0.03	380.45

Needs Assessment

Southeast Arkansas Regional Solid Waste Management District
March 2018 ■ Terracon Project No. 35187002



Appendix 5

Industries within the District

[illegible]

[illegible]

Needs Assessment

Southeast Arkansas Regional Solid Waste Management District
March 2018 ■ Terracon Project No. 35187002



Appendix 6

Facilities within the District

Facility Name	Facility Type	Physical Address	Contact Name	Contact Number	Remaining Capacity
Waste Management of Arkansas, Inc.-Jefferson County Landfill	Landfill and Compost Facility	6000 Gravel Pit Road, White Hall	Blake Small	870-510-0174	2,794,830/17.9 years
THI, Inc.-Class 4 (CANON Landfill)	Landfill	4400 German Springs Road, White Hall	Theodore Mason	870-247-5300	63,745/3.6 years (2017)
Jefferson County-Tire Processing Facility	Tire Processing Facility	6000 Gravel Pit Road, White Hall	Matt Easrnest	870-541-5360	NA
City of Stuttgart -Class 4	Landfill, Compost, Transfer Station, and Recycling Facility	1103 S. Airbase Road, Stuttgart	Andrew Robinson	870-672-1390	18,145/9.8 years
Desha County-Class 4 & Transfer Station	Landfill & Transfer Station	39222 Landfill Rd., Tillar	Honorable Jack May	870-877-2426	731,858/128 years
City of Monticello-Compost	Compost Facility	146601 Old Warren Rd., Monticello	Honorable Sara Hartness	870-460-6200	NA
City of Monticello-Class 4	Landfill, Transfer Station, and Recycling Facility	210 S. Main St., Monticello	Honorable Sara Hartness	870-460-6200	NA
City of Warren - Transfer Station	Landfill, Transfer Station, and Recycling Facility	1424 A Bradley CR 25 North, Warren	Mike May	870-226-8401	Landfill Closed
Bradley County - Class 4	Landfill, Transfer Station, and Recycling Facility	1424 A Bradley CR 25 North, Warren	Honorable Klay McKinney	870-226-8401	165,820/15 years
Ashley County Class 1 Landfill	Landfill and Recycling Facility	309 Ashley 438 Rd., Hamburg	Honorable Jim Hudson	870-853-2000	373,761/8.5 years
Chicot County Class 4 Landfill	Landfill and Transfer Station	171 Lewis Rd., Lake Village	Honorable Mack Ball, Jr.	870-265-8015	98,610/19 years
Jefferson County Recycling Center	Recycling Facility	3304 W. 7th Avenue	Honorable Henry Wilkins IV	870.534.7020	NA
City of White Hall (Delta Recycling Services)	Recycling Facility	3009 W Pullen St, Pine Bluff	Honorable Lawrence Dawson	870.247.1420	
City of Pine Bluff	Recycling Facility and Household Hazardous Waste	3009 W Pullen St, Pine Bluff	Honorable Lawrence Dawson	870.541.9426	
City of Lake Village	Recycling and Compost Facility	P.O. Box 725 Lake Village, Ar	Honorable JoAnne Bush	870.265.2228	
Chicot County Class 4 Landfill	Recycling Facility	Highway 65 North of Lake Village	Honorable Mack Ball, Jr.	870-265-8015	
City of Dumas	Recycling Facility		Honorable Johnny Brighm	870-382-2121	
Ashley County Class 1 Landfill	Recycling Facility	309 Ashley 438 Rd., Hamburg	Honorable Jim Hudson	870-853-2000	
City of Dewitt	Transfer Station and Recycling Facility	N/A - Local Trucking	Bill Paxton	870-946-1776	
Grant County	Transfer Station and Recycling Facility		Honorable Randy Pruitt	870-942-2551	
Star City	Transfer Station and Recycling Facility		Honorable Paul Carter	870-628-4166	
Cleveland County	Transfer Station and Recycling Facility		Honorable Gary Spears	870-325-6214	
Grant County-Transfer Station	Transfer Station	1706 South Rose St. Sheridan	Honorable Randy Pruitt	870-942-2551	
Cleveland County-Transfer Station	Transfer Station	6910 Highway 79 North, Rison	Honorable Gary Spears	870-325-6214	
City of Star City-Transfer Station	Transfer Station	1700 East Arkansas Hwy 1, Star City	Honorable Paul Carter	870-628-4166	

Needs Assessment

Southeast Arkansas Regional Solid Waste Management District
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Appendix 7

Landfill and Transfer Station Facilities within the District

Facility Name	Site Address	Site City	Facility Contact First Name	Facility Contact Last Name	Facility Type	Mailing Address	Mailing City	Mailing State	Mailing Zip	Permit Number	Effective Date	Services provided (disposal, recycling, composting)	Type of Material	Volume Received in Tons	IN-District Volume In Tons	Out of District in Tons	Recovered	In District	Out of State in Tons	Remaining Capacity/Life	Expansion Plans	Projected Closure Date	Material Gate Rate	Service Charge	Facility that Material is Sent To (if Transfer Station)	NOTES:
Grant County-Transfer Station	1706 South Rose St.	Sheridan	Honorable Steve	Bryant	Transfer Station	1010 West Center St. Rm 101	Sheridan	AR	72150	0085-STSW-A										NA		NA				
Waste Management of Arkansas, Inc.-Jefferson County Landfill	6000 Gravel Pit Rd.	White Hall	Carl	Simmons	Landfill	100 Two Pine Drive	North Little Rock	AR	72117	0308-S1-R1	June 29, 1998									2,794,830/17.9 years		2025				
THI, Inc.-Class 4 (CANON Landfill)	4400 German Springs Rd.	White Hall	Theodore	Mason	Landfill	2001 Market Street	Philadelphia	PA	19103	0256-S4-R3	February 13, 2006									63,745/3.6 years (2016)		2014				
Jefferson County-Tire Processing Facility	6000 Gravel Pit Rd.	White Hall	Hank	Wilkins	Tire Processing Facility	101 West Barraque Street	Pine Bluff	AR	71601	0013-SWTP-R1	January 5, 2005		Tire Material	5,405.04						NA		NA				
City of Stuttgart -Class 4 & Compost Facility	1103 S. Airbase Rd.	Stuttgart	Honorable Marianne	Maynard	Landfill Facility	304 South Maple Street	Stuttgart	AR	72160	0291-S4/0012-SCYW										18,145/9.8 years		2017				
City of Stuttgart-Transfer Station	1700 East Second St.	Stuttgart	Honorable Marianne	Maynard	Transfer Station	304 South Maple Street	Stuttgart	AR	72160	0028-STSW-B	May 13, 2011									NA		NA				
Cleveland County-Transfer Station	6910 Highway 79 North	Rison	Honorable Gary	Spears	Transfer Station	P.O. Box 348	Rison	AR	71665	0104-STSW-A	May 13, 2011		MSW		3,045					NA		NA				
City of Star City-Transfer Station	1700 East Arkansas Hwy 1	Star City	Honorable Gene	Yarbrough	Transfer Station	P.O. Box 219	Star City	AR	71667	0098-STSW-A			MSW		609.85					NA		NA				
Desha County-Class 4 & Transfer Station	39222 Landfill Rd.	Tillar	Honorable Mark	McElroy	Landfill and Transfer Station	P.O. Box 188	Arkansas City	AR	71630	0233-S4/0019-STSW-B										731,858/128 years		2110				
City of Monticello - Transfer Station	1466 Old Warren Rd.	Monticello	Honorable Allen	Maxwell	Transfer Station	P.O. Box 505	Monticello	AR	71657	0070-STSW-B	May 13, 2011		compost facility was closed Oct. of 2010, facility may re-open in the future		7,171.80							NA				
City of Monticello-Class 4	210 S. Main St.	Monticello	Honorable Allen	Maxwell	Landfill	P.O. Box 505	Monticello	AR	71657	0282-S4-R1	August 5, 1994									119,000/14 years (2010)		2025				
City of Warren	610 Hwy 278 West	Warren	Mike	May	Transfer Station	P.O. Box 352	Warren	AR	71671	0011-STSW-A	May 13, 2011		Class I and IV - INACTIVE							Not active		NA				
City of Warren - Class 4	1424 A Bradley CR 25 North	Warren	Mike	May	Landfill	P.O. Box 352	Warren	AR	71671	0126-S4	October 31, 1994									Not active		NA				
Bradley County - Class 4 & Transfer Station	1424 A Bradley CR 25 North	Warren	Honorable Keith	Neely	Landfill and Transfer Station	101 E. Cedar Road	Warren	AR	71671	0307-S4/0109-STSW-A										165,820/15 years		2061				
Ashley County Class 1 Landfill	309 Ashley 438 Rd.	Hamburg	Honorable Dennis	Holland	Landfill	205 E. Jefferson St., Box 14	Hamburg	AR	71646	0230-S1-R1	February 27, 2008		17837.77				recycled	110.25		373,761/8.5 years		2031				
Chicot County Class 4 Landfill	171 Lewis Rd.	Lake Village	Honorable Mack	Ball, Jr.	Landfill	108 Main Street	Lake Village	AR	71653	0237-S	February 25, 1987									98,610/19 years		2028				
Chicot County Transfer Station	Lot #17 Chicot County Industrial Park	Lake Village	Honorable Mack	Ball, Jr.	Transfer Station	108 Main Street	Lake Village	AR	71653	0097-STSW-A	14-Jan-03		Temporarily Closed									NA				
EMS Landfill		Dewitt	Bob	Cordrick	Class I LF	1784 Hwy 1	Wynne	AR	72396	0198-S1-R2			Closed since September 2012							1,649,683/17.6 years						

Needs Assessment

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Appendix 8
Haulers within the District

[illegible]

Needs Assessment

Southeast Arkansas Regional Solid Waste Management District
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Appendix 9

Copies of Surveys and Returned Mail

Non-hazardous Waste Hauler Survey Form

Name of Hauler: CITY of DeWITT

Contact Person: BILL DAXTON

Business Address: 115 North Adams

Registered with District: _____ Yes or No

Phone Number: DeWitt, AR 72042
870-946-1776

Effective Date of District License: _____

The report period requested is for materials received January 1 to December 31, 2017

Type of Customer	# of Accounts	Annual volume in		# of Routes	Type of Material	Disposal Facility Used
		Tons	# of licensed trucks			
Residential	1128	1,632.6	1	4	Mixed	Waste Management
Commercial	Waste Management					
Medical Waste	N/A					
C & D Material	With Residential					
Recycling		186			Mix	Waste Management
Industrial	NA					
Other						
Totals		1,818.6				

Please include a street level map highlighted with the area your company services with this completed form.

Non-hazardous Waste Hauler Survey Form

Name of Hauler: South Arkansas Hauling

Contact Person: Mike Howell or Kathy Johnson

Business Address: 3083 Smackover Hwy
Eldorado, AR 71730

Registered with District: Yes ☐ or ☐ No ☐

Phone Number: 870-725-3821

Effective Date of District License: _____

The report period requested is for materials received January 1 to December 31, 2017

Type of Customer	# of Accounts	Annual volume in		# of licensed trucks	# of Routes	Type of Material	Disposal Facility Used
		Tons					
Residential	N/A						
Commercial	5 - Roll-off	12,500	3			(Transfer Station) MSW&CD City of Monticello Bradley Co & City of Waver Armstrong & Drew Farm	WCA - Union Co LF.
Medical Waste	N/A						
C & D Material	N/A						
Recycling	N/A						
Industrial	2	2,000				Sp. Waste & Trash	WCA - Union Co LF.
Other	N/A						
Totals	7	14,500	3			MSW/CD/spwaste	WCA Union Co LF.

Please include a street level map highlighted with the area your company services with this completed form.

Non-hazardous Waste Hauler Survey Form

Name of Hauler: City of Stuttgart Solid Waste
Management System
 Business Address: 304 S. Maple
Stuttgart, AR 72160
 Phone Number: 870-673-6481 or 870-673-3111

Contact Person: Michael Taylor, SWMS Director
 Registered with District: Yes or No
 Effective Date of District License: _____

The report period requested is for materials received January 1 to December 31, 2017

Type of Customer	# of Accounts	Annual volume in		# of		Type of Material	Disposal Facility Used
		Tons	# of licensed trucks	Routes			
Residential	3,550	See Attached Report for further information.					
Commercial	555	See attached report for further information.					
Medical Waste							
C & D Material							
Recycling							
Industrial							
Other							
Totals	4,105						

*Please see attached report.

Please include a street level map highlighted with the area your company services with this completed form.
 Stuttgart city map is included. Our service area covers the entire city.

SURVEY OF WASTE PICKUP FOR CITY OF STUTTGART
FOR JANUARY 1, 2017 - DECEMBER 31, 2017

The City of Stuttgart had 3,550 residential accounts and 555 commercial accounts for the reporting period of January 1 - December 31, 2017. Our residential and commercial garbage are picked up together on our route so we cannot say how much is residential and how much is commercial. Our total volume of garbage picked up was 9,089.56 tons. This garbage was disposed of at a Class 1 landfill - Rolling Meadows Landfill in Hazen, Arkansas. We had 3 licensed garbage trucks and 3 licensed transfer trucks during that period. Our residential garbage is picked up on Mondays, Tuesdays, Thursdays, and Fridays and the commercial garbage is picked up Mondays - Fridays. None of the garbage we pick up on the curbside pickups is recycled. We do have two containers located at Sixth and Maple which residents are allowed to bring newspapers, magazines, etc. themselves for recycling. We then haul this material to WM Recycle in Little Rock, AR. We hauled a total of 49.87 tons during the reporting period.

We also have 2 licensed knuckleboom trucks, 3 licensed dump trucks, and 1 licensed tractor/trailer truck that we use to haul the construction/demolition waste and other Class 4 landfill debris which is placed on the curbside by residents. We hauled a total of 6,859 uncompacted yards of debris to our city landfill which is located in Prairie County. We do not have a scale at the landfill so none of this is weighed for volume in tonnage.

We have enclosed a map of the city of Stuttgart which is our complete service area. If you have any questions, please contact Michael Taylor, Solid Waste Management System Director, at 870-673-6481 or 673-3111.

Non-hazardous Waste Hauler Survey Form

Name of Hauler: Big Smith Waste Services, Inc

Contact Person: Jerrold Smith

Business Address: 24785 State Hwy 54 E
Dumas AR 71639

Registered with District: Yes or No

Phone Number: 870-382-2979

Effective Date of District License:

The report period requested is for materials received January 1 to December 31, 2017

Type of Customer	# of Accounts	Annual volume in		# of Routes	Type of Material	Disposal Facility Used
		Tons	# of licensed trucks			
Residential	3140	2160	2	10	Household waste	Jefferson County Landfill
Commercial	114	1250	2	3	Commercial waste	Jefferson County Landfill
Medical Waste	N/A					
C & D Material	30	2870	2	N/A		Jefferson County Landfill
Recycling	N/A					
Industrial	N/A					
Other						
Totals						

Please include a street level map highlighted with the area your company services with this completed form.

We take care of all of Lincoln County, Star City + Gould with a few accounts in surrounding areas.

Non-hazardous Waste Hauler Survey Form

Name of Hauler: City of Hamburg

Contact Person: Mayor Anne Weindorf

Business Address: 305 EAST Adams

Registered with District: Yes or No ?

Phone Number: 810-853-5300

Effective Date of District License: ?

The report period requested is for materials received January 1 to December 31, 2017

Type of Customer	# of Accounts	Annual volume in Tons	# of licensed trucks	# of Routes	Type of Material	Disposal Facility Used
Residential	1095		Two	Two	Garbage	Asuley County
Commercial	45	27	"	5		Landfill
Medical Waste	3		"	3		"
C & D Material	0					"
Recycling	0					"
Industrial	1		"			"
Other	0	20	one	one	Leaves & Tree limbs	N/A
Totals			Two	10		chip & spread -

Please include a street level map highlighted with the area your company services with this completed form.

Non-hazardous Waste Hauler Survey Form

Name of Hauler: Grant County
Transfer Station
 Business Address: 1706 South Rose
Sheridan Ark. 72150
 Phone Number: 870-942-2740

Contact Person: Steve Bryant
 Registered with District: Yes or No
 Effective Date of District License: _____

The report period requested is for materials received January 1 to December 31, 2017

Type of Customer	# of Accounts	Annual volume in Tons	# of licensed trucks	# of Routes	Type of Material	Disposal Facility Used
Residential	>	5,414 TONS	N/A	-		
Commercial					House Hold Trash	Waste Management
Medical Waste	N/A					
C & D Material		250 TONS			Waste Building Material	-
Recycling		61 TONS			CONSTRUCTION WASTE	
					Metal Paper	-
Industrial	N/A				Cardboard	-
Other						
Totals						

Please include a street level map highlighted with the area your company services with this completed form.

Non-hazardous Waste Hauler Survey Form

Name of Hauler:

Contact Person: Cathy Davis

Business Address:

Registered with District:

☒ Yes

or

No ☐

Phone Number:

Effective Date of District License:

City of Monticello

P.O. Box 505 Monticello, AR

870-367-4480

The report period requested is for materials received January 1 to December 31, 2017

Type of Customer	# of Accounts	Annual volume in		# of	Type of Material	Disposal Facility Used
		Tons	# of licensed trucks			
Residential	3,325	4,781.20				WCA
Commercial	489	2,390.60				WCA
Medical Waste						
C & D Material						
Recycling	300	1,78.96				
Industrial						
Other	Tires	264.08			tires	Transfer St.
	Yard Waste	14.53 Cu Yds			limb leaves	Compost
Totals						

Please include a street level map highlighted with the area your company services with this completed form.

Was Instructed per phone call on 2-14-18 that NO map was necessary because our territory included the entire county of Desha. - Charles Fritsch

Non-hazardous Waste Hauler Survey Form

Name of Hauler: Desha County Transfer Station

Contact Person: Charles Fritsch

Business Address: P.O. Box 188

Registered with District: Yes or No

Arkansas City, AR. 71630

Phone Number: 870-392-7940

Effective Date of District License: 1993 ?

The report period requested is for materials received January 1 to December 31, 2017

Type of Customer	# of Accounts	Annual volume in <u>Tons</u>	# of licensed trucks	# of Routes	Type of Material	Disposal Facility Used
Residential	<u>general public & cities</u>	<u>7398.06</u>	<u>6 transports</u>	<u>—</u>	<u>Municipal solid waste</u>	<u>B.F.I - Greenville, MS.</u>
Commercial	<u>see above</u>	<u>—</u>	<u>3 compactors</u>	<u>—</u>	<u>—</u>	<u>—</u>
Medical Waste	<u>N/A</u>					
C & D Material	<u>general public</u>	<u>(4740 wcy est. 1890 tons Est.)</u>	<u>public</u>	<u>—</u>	<u>wood and shingles</u>	<u>D.C. Class 4</u>
Recycling	<u>general public</u>	<u>30 est. year</u>	<u>1</u>	<u>⊖</u>	<u>white goods - metals</u>	<u>Scrap iron Buyer</u>
Industrial	<u>N/A</u>					
Other	<u>N/A</u>					
Totals		<u>9324.06</u>				

Please include a street level map highlighted with the area your company services with this completed form.

Desha County Transfer Station is a taxpayer funded county entity and is non profit. We do not have 'commercial accounts'. Two cities have their own trash collecting trucks and bring us their MSW. The transfer station services the entire county and smaller non-incorporated cities by placement of "green boxes". We do not have scales at our facility and yardage estimates are done by collection truck capacity. IF you have any questions call me at 870-392-7940.

Non-hazardous Waste Hauler Survey Form

Name of Hauler: Ashley County

Contact Person: Jim Hudson

Business Address: 205 E. Jefferson St #14
Hamburg, AR 71646

Registered with District: Yes or No

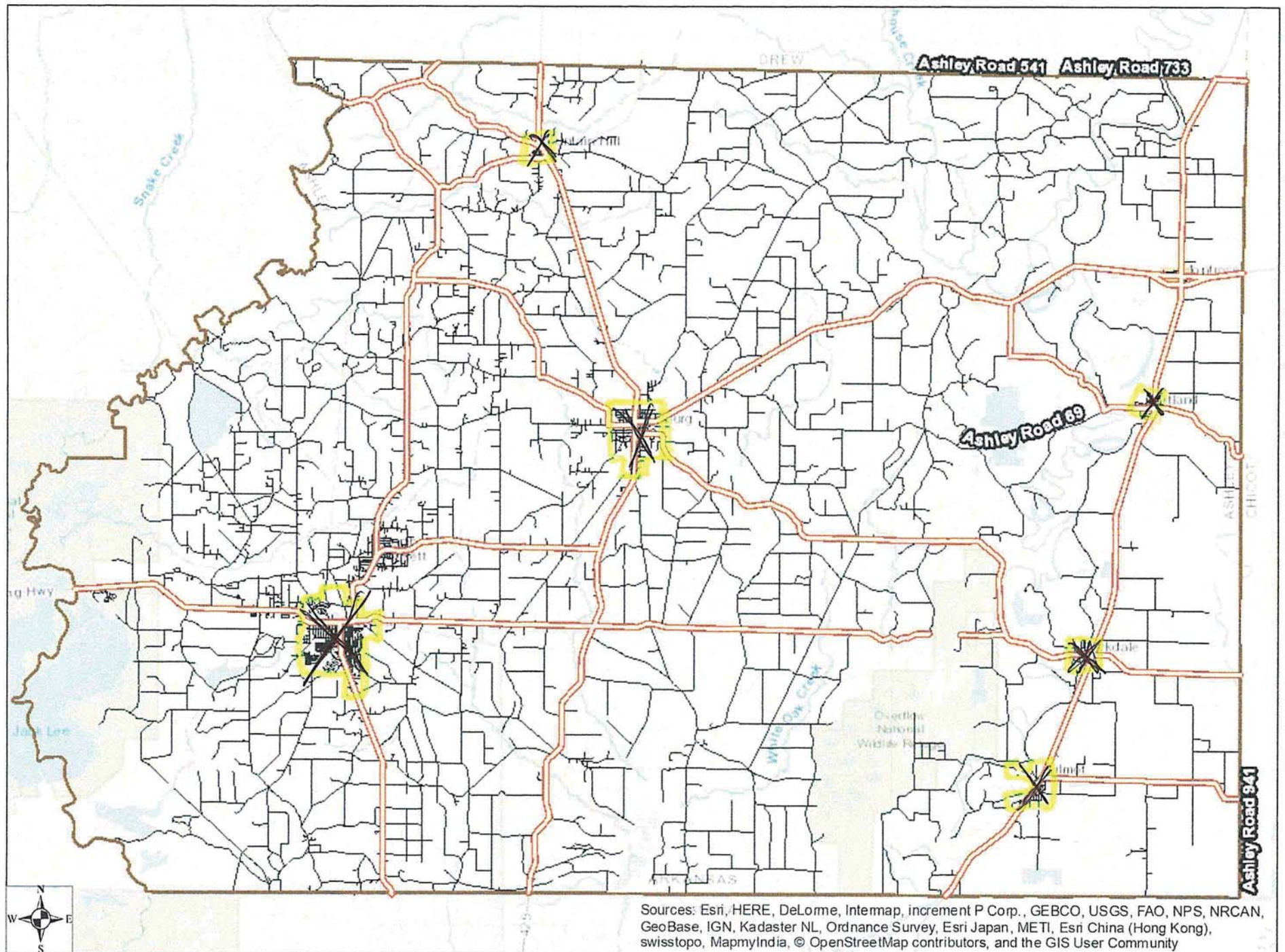
Phone Number: 870-853-2000

Effective Date of District License:

The report period requested is for materials received January 1 to December 31, 2017

Type of Customer	# of Accounts	Annual volume in Tons	# of licensed trucks	# of Routes	Type of Material	Disposal Facility Used
Residential	3951	9133.57			household trash	AC Landfill
Commercial	—	—			—	—
Medical Waste	—	—			—	—
C & D Material	48	922.25			building materials	AC Landfill
Recycling		9.38			cardboard	Shelter Workshop - Crossett
Industrial	1	468.02			sawdust	AC Landfill
Other						
Totals						

Please include a street level map highlighted with the area your company services with this completed form.



We do not cover the area inside the highlighted regions.
We do cover the rest of the region.