



MINUTES OF MEETING
Debris Management Planning Meeting
August 20, 2007



Meeting Date: August 20, 2007
Location: DelDOT Transportation Management Center (TMC) Smyrna, DE
Purpose: Debris Management Planning Committee Meeting

List of Meeting Attendees:

Last Name	First Name	Agency	Email
Chaffins	Chuck	FEMA	Charles.chaffins@dhs.gov
Clacher	Jim	DelDOT - TMC	Jim.Clacher@state.de.us
Donaldson	Gene	DelDOT - TMC	Gene.Donaldson@state.de.us
Durst	Edward	DEMA	Edward.Durst@state.de.us
Duckett	Kisha	Orth-Rodgers & Assoc., Inc. (ORA)	kduckett@orth-rodgers.com
Knox	Don	DEMA – Natural Hazards Section	Don.knox@state.de.us
Fain	Rich	DelDOT – Canal District	Richard.Fain@state.de.us
Lankford	Tom	DelDOT – Central District	Tom.Lankford@state.de.us
Littleton	Bruce	Orth-Rodgers & Assoc., Inc. (ORA)	blittleton@orth-rodgers.com
Merritt	Wayne	NCC EOC	jmerritt@co.new-castle.de.us
Metheny	Allen	Kent County EOC	Allen.Metheny@co.kent.de.us
Nicholson	Paul	DNREC	Paul.nicholson@state.de.us
Reed	Jeff	DelDOT – South District	Jeff.Reed@state.de.us
Roddy	Robin	DSWA	rmr@dswa.com
Stoebner	Lloyd	DEMA	Lloyd.stoebner@state.de.us
Thatcher	Bill	DelDOT – North District	Bill.Thatcher@state.de.us

Handouts provided during the meeting:

1. Agenda

I. Introductions and Background

Gene Donaldson (DelDOT) began the kickoff meeting with brief introductions followed by reviewing the agenda. Gene indicated that the attendees would be assisting in preparation of a Delaware Statewide Debris Management Plan. DelDOT will take the lead on the plan. Ed Durst (DEMA) and Gene gave some background on the plan.

II. Plan Development Process

The plan falls under the Delaware Emergency Operations Plan (DEOP) under ESF 3. DelDOT will utilize the Transportation Incident & Event Management Plan to coordinate DelDOT's response to the need for debris management. All county Emergency Management Agencies were invited to participate on the committee. The plan will be prepared under NIMS and based on a concept of operations. Roles and responsibilities will be defined by the group. ORA will assist in writing the plan with input from the group.



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This group will collaborate in preparing a functional matrix as a starting point in creating the plan. The matrix will define the types of debris to be moved, who will move the debris, and the resources necessary, both in-house and contracted.

Chuck Chaffins (FEMA) mentioned that we should be preparing the debris plan for a Category III level catastrophic event (i.e. a level III hurricane). The primary focus would be restoration of emergency access. The plan should identify capabilities and weaknesses in the system. FEMA is currently rewarding states who meet certain criteria with creating their plans (i.e. providing a 5 percent increase in the amount reimbursed by FEMA). Chuck mentioned the main concerns of the plan will be: contracting, temporary sites, and long term plans to deal with debris (placement). Of particular concern for the landfills or other permanent disposal site will be the use of in-state facilities versus interstate shipments. If interstate sites are used, the debris management plan should have the memorandum of understanding between the states for the use of the disposal site.

Allen Metheny (Kent County EOC) asked, who will handle coordination? Gene mentioned that the way in which the agencies communicate and set priorities should be outlined in the plan. Allen suggested that the plan be set on a statewide level so that you do not have local groups competing for resources. Gene mentioned that under DEOP, DelDOT is to lead with support from others. Allen also mentioned that calls will come through the TMC and the 911 center. Calls will come from the legislature as well.

Chuck mentioned that private property debris is a reality and an issue that everyone should address. FEMA will be available to offer consultative advice so that some of the work can be funded through the agency. Another point to consider is that Delaware has a single digit number of landfills throughout the state which can present a challenge. There are options: air curtain pit burning, transport across state lines (other states may or may not be cooperative). FEMA wants the plan to be viewed from a regional level. Wood debris, for example, should be fairly easy to handle however white goods may present a problem. Industrial and agricultural waste will also be an issue.

Robin Roddy (DSWA) mentioned that one of the first charges of this group will be defining the debris. Across the state it will vary from industrial to agricultural debris. DNREC – Division of Air and Waste Management needs to be on the committee (maybe Matthew Higgins). DSWA currently operates three landfills, one in each county. The current life expectancy of the three facilities under projected fill rates is 15 years. A catastrophic event will significantly alter that life expectancy. The DSWA Sussex landfill owns one grinder for vegetative debris; however the other landfills in the state do not.

Chuck mentioned that the Army Corps of Engineers made an assessment of Delaware and estimated that a Category III hurricane could produce 2.5 million to 3 million cubic yards of debris. The debris would need to be managed in a short time frame. FEMA's estimated time to remove woody debris is 59 days. From a funding perspective, you have roughly 6 months to remove the debris and that is the target timeline that should be used. Mike Hall is the regional FEMA contact. Florida, North Carolina and Charleston, SC were mentioned as resources for having debris management plans.

Paul Nicholson (DNREC) asked what impact the millions of cubic yards of debris would have on parks. Would DNREC be a depot, yes. They would be the receiver. Jeff Reed (DelDOT) mentioned



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that debris sometimes ends up in the right-of-way. DNREC is not sure what they'd be requested to provide in terms of size, location, and access? DNREC also has agricultural leases with farmers that could potentially be used as short term sites.

Gene asked that the group provide the consultants with any documents or websites that might be useful in preparing the plan.

Jeff Reed (DelDOT) said that as a state we may need to review how we do business. As a whole, look beyond just what is done in the adjacent states. Based on the anticipated amount of debris, we will need to designate numerous temporary stock piling areas.

Gene also recapped that the group needs to define the term debris and begin thinking about equipment, resources, people, money, facility requirements, and what is owned today vs. what needs to be purchased. In a storm, many resources we would normally count on will not be available. The plan needs to include an order of priorities.

Chuck indicated that as part of the FEMA pilot program, during the next 18 months FEMA is implementing new rules. FEMA will address regular time work. Normally, FEMA would only pay overtime wages for government employees. Under the new program, agencies will need to determine if they are going to use local resources or contract out. There are large contracting agencies, but local groups will need to fill in the gaps. Also, contracts are good but you need to be mindful of the addendums.

Ed Durst (DEMA) mentioned that there is a debris management plan writing course next week on Mon. 8/27 and Tues. 8/28 at 9 AM that will address writing debris management plans. Gene requested that the consultants be invited to attend the course.

Robin mentioned that Solid Waste typically contracts for grinders with Maryland. They have one grinder at the facility, and get generators from Ohio during a hurricane.

Jeff mentioned that we should obtain information on lessons learned from Katrina and other hurricanes from a planning perspective.

It was mentioned that Bob Swann with Dewberry and Davis held debris workshops back in 1996. He is a good point of contact, and taught at EMI and the national hurricane conference. The price of the workshops were expensive, however, it may be worth the effort to contact them.

Gene mentioned that in determining sites, consider the affect to the local area, full district, and multiple districts throughout the state. No site can be in a flood plain. At a minimum, 40-50 acres will be needed. What debris can be handled on the site? What kind of restoration will be required once the site is vacated? What kind of access is available to the site, are there multiple access points and from what roads? Targeted sites will need to have a site survey to determine acceptability.

It as also mentioned that while the plan will be written to handle a Category III hurricane, the plan also should address Category I and II hurricanes as well.



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Action Items

- Attendees to provide any listings of websites and publications to the group that are relevant to this topic
- ORA will conduct research into what information is already available from other resources
- Attendees will review site locations and open acreage. (Average site size is 40-50 acres)
- ORA, DNREC, and Solid Waste to prepare 'strawman' definition of 'debris' (Ed has some information which he can share with the group)
- ORA to prepare 'strawman' functional matrix and will work with DelDOT and DSWA on the equipment requirements.

Minutes were prepared by Orth-Rodgers & Associates, Inc (ORA). We believe the foregoing minutes to be an accurate summary of the meeting and related decisions.

The next meeting will take place in approximately six weeks.

Any questions or concerns can be directed to Gene Donaldson at gene.donaldson@state.de.us or (302) 659-4601. Additionally, ORA is providing consulting support and Bruce Littleton can be reached at blittleton@orth-rodgers.com or (215) 735-1932.

TMT Website: <http://www.deldot.gov/information/projects/tmt>