

RESOLUTION 70-2025
TO ADOPT A DEBRIS MANAGEMENT PLAN

WHEREAS, the Board of County Commissioners has determined that it would be desirable to have a County Debris Management plan to formalize the current county policy so that all elected officials, employees, appointees and department heads are duly advised of the County's position of their rights / obligations and understand the parameters of the aforementioned policy; and

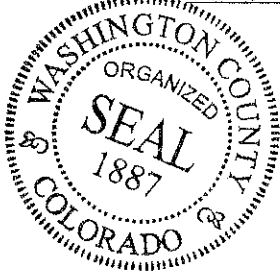
WHEREAS, this policy is required for Washington County Emergency Management; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISISONERS OF WASHINGTON COUNTY, as follows:

1. The Board of County Commissioners hereby determines to adopt the following policy listed in attachment 70A.
2. Said policy changes shall become effective immediately.

The foregoing Resolution was presented at a regular meeting of the Washington County Commissioners held on the 23rd day of December 2025 by Commissioner Ward who moved its adoption. The motion was seconded by Commissioner Ramey and on roll call vote, all votes being yes, the resolution was adopted.

Attest:



Ann Kunt

Chairman

Brandy Ward

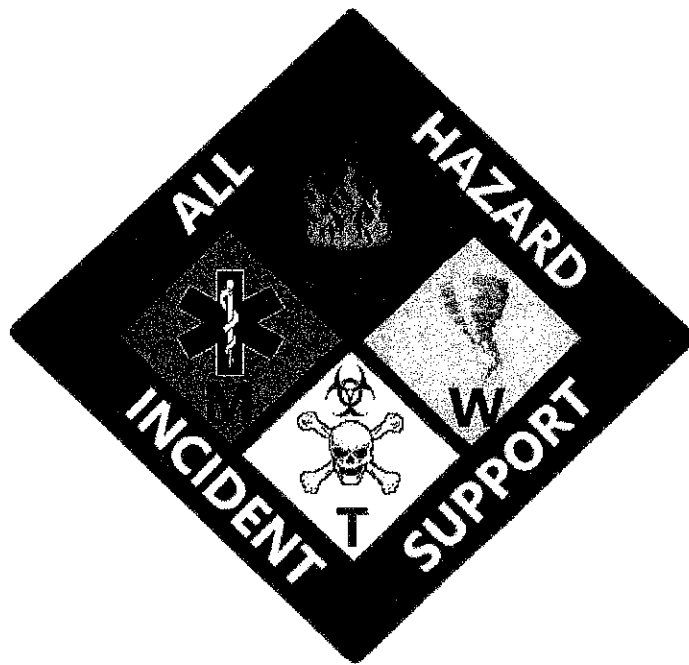
Commissioner

Scott Ramey

Commissioner

Debris Management Plan

Washington County



Emergency Management

2025

Record of changes

2025	April 1 st , 2025	Create document

PURPOSE:

This plan describes the debris management processes and functions that support the county's emergency response and recovery operations. It describes the capabilities, process and procedures, and resources available to support the removal and disposal of debris as part of the Emergency Operations Plan (EOP) and is designed for all-hazard use.

BACKGROUND:

Before, during and after a disaster the need to remove debris is always present. Debris can hinder rescue operations and delay responders. Washington County sees the need to help responders, utility crews and damage assessment teams access damaged areas to begin the recovery process.

CONCEPT OF OPERATIONS:

Debris can be placed into five categories:

1. Household – furniture, clothes, general trash, etc.
2. Vegetative – Trees, leaves, bushes, etc.
3. Construction – Lumber, shingles, siding, etc.
4. "White" goods – Washers, dryers, refrigerators, etc.
5. Hazardous – Chemicals of either household kinds or other.

These types of debris will need to be removed and separated for disposal. The county and municipalities recognize that not all residents have the equipment to deal with the large amount of cleanup that may be required after a disaster. Some debris will need specialized teams to safely handle items due to environmental and health concerns. The debris management plan will be activated when the Washington County Emergency Operations Plan is activated.

INFORMATION MANAGEMENT SYSTEMS:

After an event that requires a large debris removal operation both the municipalities and the county will create a spreadsheet or information management system to track the debris from pickup to disposal. It will be the responsibility of the Washington County Emergency Operations Center (EOC) to compile all information and retain the information for future needs. All records will be filed in the emergency management office.

DEBRIS MANAGEMENT PROCEDURES:

During and after a disaster the first focus of debris removal will be opening and clearing roads. This will allow the other responders and utility crews to respond and help the citizens. Local crews should help with the state highways within the city limits of Akron and Otis. Debris may be simply pushed off to the sides during the response phase.

Once the emergency response phase is slowing or done then debris can be removed and disposed of. Citizens will be required to separate any debris they can and place it in an easy to access area for removal. Different types of debris will be taken to an appropriate place for disposal.

1. Household debris:
 - a. Placed "curbside" for pickup
 - b. Transported to the Washington County landfill for disposal.
 - c. Chemicals must be separated from debris!
 - d. Electronics must be separated and disposed of properly.
2. Vegetative debris:
 - a. Piled "curbside" for pickup
 - b. Transported to either the Town of Akron tree pile, Town of Otis tree pile, or a designated area within the towns.
 - c. Out of town residents are allowed to burn outside of the city limits and can burn the vegetative debris on their property.
3. Construction debris:
 - a. Piled "curbside" for pickup
 - b. Transported to the Washington County landfill for disposal.
 - c. Out of town residents are allowed to burn outside of the city limits and can burn the construction debris on their property.
 - d. Asbestos testing may be required for construction debris and is not allowed to be burned if asbestos is present. It also must be transported and disposed of in a manner required by law.
4. "White" goods debris:
 - a. Piled curbside for pickup
 - b. May be transported to Washington County landfill for disposal for a fee. (Fee may be waived by the Washington County Board of County Commissioners).
 - c. May be transported for recycling by owner or others.
 - i. Municipalities or the county may designate an area for drop off.
 - ii. Municipalities or the county may haul to recycle centers.
 - d. Refrigerators and freezers contain Freon and must be discharged before disposal.
 - i. Discharge fees will apply.
 - ii. Discharge should be done on site before moving.
 - e. Microwaves are considered electronics and must be properly disposed of.
5. Hazardous materials debris:
 - a. After a disaster the county will bring in experts on hazardous materials and they will be available to assist residents in separating and properly sealing any hazardous materials.
 - b. Residents should not handle any materials that they are unsure about.
 - c. All hazardous materials will be gathered and sealed before being transported to an appropriate facility for disposal.
 - d. Vehicles, mowers and outdoor equipment will be considered hazardous due to batteries and fluids. They may be hauled to a recycling center that is designed to receive them.

When handling any debris appropriate personnel protective equipment (PPE) must be worn:

- Gloves
- Boots

- Work pants
- Long sleeve shirt
- Eye protection
- Hearing protection

IDENTIFYING RESOURCE REQUIREMENTS:

Municipalities and the county own various pieces of equipment and they will determine what is needed for the task. Dump trucks, tractors, trailers, chain saws, pickups, etc. are available from both towns, the county and special districts to begin the debris removal. Employers should provide PPE for any employees working. If a specialized resource is needed, or if more of a certain type of resource is needed, and there are no more locally, a resource request must be sent to the EOC. (See Washington County Resource Management Plan).

Municipalities and the county should maintain a list of all available local resources in their main offices, and a copy should be kept at the Washington County EOC.

RESOURCE GAP ANALYSIS:

There are limited resources available to remove large amounts of debris locally. Some types of resources will need to be brought in from other agencies. All resource requests should be sent to the EOC for fulfillment. Any agency that orders a resource in any manner other than through the EOC will be responsible for cost(s), management and return of the items.

Dump sites will be coordinated between municipalities and the county. Manpower will be allocated as available with emphasis on life safety and property protection.

DEBRIS MANAGEMENT OBJECTIVES:

The goal of any debris management is to remove any and all debris for proper disposal. The focus of debris management will be as follows:

- Life safety
- Property protection
- Economic recovery
- Return to a "clean" state

TRACKING AND REPORTING:

The EOC will track problem areas and progress on a Google Earth Map. Municipalities should also track these things and report all activities to the EOC to avoid duplicate efforts. All people in the field should give frequent updates to the municipalities or the county EOC.

Any resource available should report to the staging area for assignment. Any resource not assigned to a task will be shown as available. Any resource that is not needed will be returned to normal duties or sent back to their home area. All resources should track their time (working and at rest) along with number of loads hauled, weight of loads and miles driven.

DEMOBILIZATION:

Once the large debris and most of the cleanup is complete any outside resources will be released to return to normal duties. After all the debris is removed all agencies and personnel will be released from the incident. Municipalities and the county may continue cleaning and removing debris even after the incident is considered over depending on where certain items were moved to in the early stages of the incident. All non-normal dump sites must be cleaned and emptied of debris.

REIMBURSEMENT:

There is no guarantee of reimbursement after a disaster and there is no implied reimbursement to any parties who help. If the disaster becomes a federally declared disaster then any party participating in debris removal must track all time, mileage, fuel, equipment used, etc. as required by FEMA to receive reimbursement.

GENERAL DEBRIS STRATEGIES:

The goal of debris management is to remove all debris appropriately and safely. The first phase will be to open streets, roads and alleys for access and movement. Business continuity is important after a disaster and should be an important consideration.

Separating debris for disposal is very important. Municipalities and/or the county should make sure no hazardous or dangerous waste goes to the wrong sites. Hazardous or toxic waste should be dealt with first so the area is safe for other operations.

Any debris created by a crime or terrorist act needs to be preserved for investigation by law enforcement agencies. If it is practical the area should be cordoned off and contained until removal can be done.

Personnel

County road and bridge employees as well as whomever the county appoints should be involved in debris removal. Municipalities can appoint their employees to debris removal as they see fit.

After major disasters it is common for volunteers from other areas to arrive and help with cleanup efforts. Washington County will utilize the Rapid Tag system for tracking those volunteers. They will need to check in at the EOC and receive a temporary badge. They will then be assigned to an area by the EOC staff.

Equipment

Municipalities and Washington County should make equipment available for debris removal. Both entities should keep an up to date and accurate list of available equipment at their town halls and county offices. A copy of those lists should be kept at the EOC.

MUTUAL AID AGREEMENTS:

All agencies in Washington County should develop mutual aid agreements with their surrounding partners for sharing of equipment and personnel.

MEMORANDA OF UNDERSTANDING / DISASTER CONTRACTS

It is recommended that all government entities have memoranda of understanding with its neighboring partners. Entities should have open contracts with vendors or companies that can be activated during an emergency. There should also be a list of local contractors available should resources be overwhelmed during an incident.

COMMAND AND CONTROL

Debris removal is a labor and machinery heavy task. It is recommended that the town maintenance director be in charge of the operations in each town while the county road and bridge director is in charge for the county. Overall responsibility for all operations will still be with the town councils or board of county commissioners. Fiscal responsibility lies with the jurisdiction that is doing the work and within their established boundaries.

Appendix A: Demobilization Plan - Attached

Appendix B: Volunteer and Donation - Attached

Appendix A: Demobilization Plan

This document serves to provide a demobilization plan which will allow the safe and efficient release and return of resources and personnel to their home locations. No resources are authorized to demobilize without following the procedures put in place by this plan, or unless otherwise authorized by incident management.

The Planning Section Chief will ensure the Demobilization Unit acts in accordance to the plan once it is approved by Unified Command. Resources that are no longer needed for the incident will be released as soon as practically possible. A demobilization check-out form will be used to facilitate the process and provide resource accountability for the release of equipment and personnel.

PERSONNEL

Teams or other operational units may be demobilized as a single entity.

- The group leader will have full responsibility for the safe return of all group members
- Participate in debriefing with incoming team
- The group leader should make certain all tasks of team members have been transferred

Personnel that reported as an individual must be demobilized as an individual

All assigned tasks should be completed or transferred before departure

Report to assigned departure point slightly ahead of their scheduled demobilization time

Personnel will be released as “first in, first out” or as the incident dictates their needs

Check in issued equipment such as radios, computers, trucks, etc.

Complete demobilization check-out form and procedures

Issue the proper change of command

Brief and evaluate subordinates before release

Be screened for incident related stress

Verify proper rest for travel safety

Notify home base of return schedule

Identify modes of travel

Be evaluated for fatigue and necessary sleep if driving to their home base.

EQUIPMENT

Inspected for damage before release

Restock all equipment to operational levels (or request order to replace equipment)

If decontamination is required, proper procedures will be followed

Any rented equipment will be cleaned and restocked before return to its agency

Resources that require transportation to another location will coordinate with Logistics

RESPONSIBILITIES: COMMAND

Approve the demobilization plan and the release of resources

OPERATION SECTION CHIEF

Identify equipment or personnel that may be released

Report to the Planning Section Chief and Logistics Section Chief for demobilization

PLANNING SECTION CHIEF

Initiate and implement the demobilization plan

- Coordinate with the Operations Section Chief to ensure demobilization does not interfere with incident operations
- Gather personnel to implement the demobilization plan
- Identify a demobilization location
- Ensure the demobilization unit has proper documentation
- Give ETAs to the Logistics Section for equipment and personnel to reach their home bases

LOGISTICS SECTION CHIEF

- Obtain a list of equipment or personnel that may be demobilized
- Report to Planning Section Chief any issued equipment from the personnel
- Provide transportation for demobilized units
- Ensure proper documentation and inspection of vehicles and resources

FINANCE SECTION CHIEF

- Identify surplus equipment or personnel that may be demobilized
- Report that equipment to Planning Section Chief
- Track all cost estimates and property damage/loss
- Coordinate financial documentation, invoices, etc.

DEMOBILIZATION UNIT

- Obtain list of equipment and/or personnel to be demobilized
- Obtain documentation and inspection of vehicles and resources
- Identify demobilization location
- Establish inspection for equipment
- Retrieve all issued equipment

SAFETY

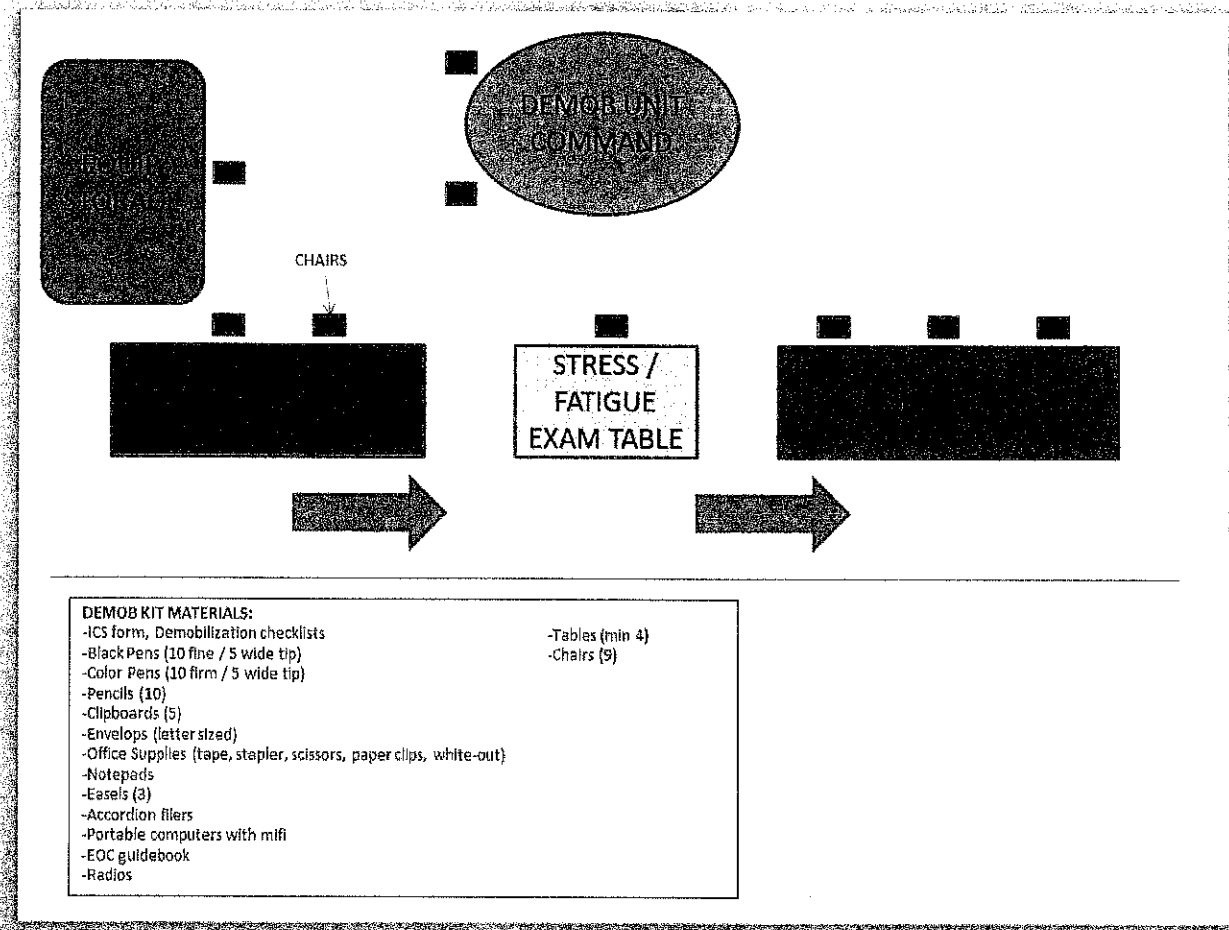
Safety will remain a priority during the release of personnel. Due to the nature of emergency work, fatigue and distances travelled will make the return home a potentially hazardous one. Out-of-town personnel that live more than 50 miles outside of a reasonable commuting area **will not be demobilized without a minimum of 8 hours rest in the past 24 hours**. Although this may seem as an unnecessary inconvenience in the demobilization process, it has the potential to save lives.

PROCESS:

- Obtain the mission number
- Verify demobilization
- Evaluate team drivers for fatigue
- Assess individuals for incident stress
- Provide material and information on incident stress symptoms
- Inspect any equipment for damage
- Notify team's home base of any damaged equipment
- Write incident report on damaged equipment
- Provide ETA for team and equipment to arrive to home base
- Request team lead to advise demobilization when assets have arrived home
- Once notified of their arrival home, close mission in the appropriate data tracker

DEMOBILIZATION CENTER

WASHINGTON COUNTY DEBRIS MANAGEMENT PLAN



DEMOBILIZATION FORM 1. INCIDENT	2. PERSONS, TEAMS, EQUIPMENT RELEASED
3. PLANNED RELEASE DATE/TIME	4. ETA FOR ARRIVAL TO HOME BASE
5. HOME BASE NAME / CONTACT	6. WEBEOC / MISSION NUMBER
7. HOME BASE ADDRESS / CITY / STATE	8. TEAM LEAD NAME / PHONE
9. EQUIPMENT <input type="checkbox"/> Inspected for damage after incident – No Damage <input type="checkbox"/> Inspected for damage – Damage directed (Repaired) <input type="checkbox"/> Inspected for damage – Item needs to be replaced <input type="checkbox"/> Rental equipment used? (Use Back of Form) Remarks:	
10. PERSONNEL BEING RELEASED Method of transportation (driving / being driven)	

<input type="checkbox"/> Has been debriefed <input type="checkbox"/> Timesheets turned in / ICS 214 <input type="checkbox"/> Screened for "first in, last out" syndrome <input type="checkbox"/> Had at least 8 hours of rest/sleep over the last 24 hours <input type="checkbox"/> Has access to transportation <input type="checkbox"/> Screened for incident related stress		
11. NAME OF REVIEWER		12. SIGNATURE OF REVIEWER
13. NAME OF TEAM LEAD	14. SIGNATURE	15. DATE
16. COMMENTS		

DEMOBILIZATION PLAN – RENTALS		
17. RENTAL EQUIPMENT- ITEM 1		
LIST ITEM: QUANTITY: <input type="checkbox"/> Inspected for damage after incident – No Damage <input type="checkbox"/> Inspected for damage – Damage directed (Repaired) <input type="checkbox"/> Inspected for damage – Item needs to be replaced Remarks:		
17a. RENTAL COMPANY		17b. ESTIMATED PICK UP TIME
17c. CURRENT LOCATION OF EQUIPMENT	17d. CONTACT LOCATION	17e. PHONE
18. RENTAL EQUIPMENT – ITEM 2		
LIST ITEM: QUANTITY: <input type="checkbox"/> Inspected for damage after incident – No Damage		

<input type="checkbox"/> Inspected for damage – Damage directed (Repaired) <input type="checkbox"/> Inspected for damage – Item needs to be replaced Remarks:			
18a. RENTAL COMPANY		18b. ESTIMATED PICK UP TIME	
18c. CURRENT LOCATION OF EQUIPMENT	18d. CONTACT LOCATION	AT	18e. PHONE
19. RENTAL EQUIPMENT – ITEM 3 LIST ITEM: QUANTITY: <input type="checkbox"/> Inspected for damage after incident – No Damage <input type="checkbox"/> Inspected for damage – Damage directed (Repaired) <input type="checkbox"/> Inspected for damage – Item needs to be replaced Remarks:			
19a. RENTAL COMPANY		19b. ESTIMATED PICK UP TIME	
19c. CURRENT LOCATION OF EQUIPMENT	19d. CONTACT LOCATION	AT	19e. PHONE

Appendix B: Volunteers and Donations

It is difficult to overstate the monetary and psychological importance of donations and volunteer assistance during a major disaster. Successfully managing and tracking donations and coordinating the efforts of volunteers (solicited or unsolicited) can be a significant political, psychological, and logistical opportunity—and a problem. This Appendix supports the implementation of CSA/POD Plan, ESF 7, ESF 15, and Finance Section activities.

VOLUNTEERS

Many volunteer nongovernmental organizations (NGOs) play major roles in emergency response. Commonly referred to as Volunteer Organizations Active in Disasters, or VOAD, can be an extremely useful tool in both the planning and the activation processes, especially if resource requests can be forwarded to the VOAD for resolution.

Knowing what volunteer agencies are active in this area, what resources they can provide, and how to effectively activate and incorporate these resources is helpful to include in the planning process.

Voluntary Agency	Resource Provided	How to Activate

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As soon as the incident is discovered and reported, and often even before responders are dispatched, volunteers, victims, and spectators will converge at the scene. Failure to include voluntary organizations in the planning process can result in duplication of effort and/or resource shortfalls. Many will show up as “spontaneous volunteer organizations” and will not check in with either the Incident Commander or the Emergency Operations Center.

Unaffiliated volunteers, also known as spontaneous volunteers, are individuals who offer to help or self-deploy to assist in emergency situations without fully coordinating their activities. These volunteers are considered “unaffiliated” in that they are not part of a disaster relief organization.

Unaffiliated volunteers can be significant resources, but because they do not have pre-established relationships with emergency response organizations, verifying their training or credentials and matching them with the appropriate service areas can be difficult.

This results in:

- Failure to integrate VOAD resources into formal response, leading to loss of accountability.
- Potential safety issues.
- Public relations problems.
- Lack of confidence in emergency management’s ability to respond to an incident.

The first strategy for managing volunteers is to establish working relationships with the local organizations representing National Voluntary Organizations Active in Disaster (National VOAD) and Citizen Corps.

National Voluntary Organizations Active in Disaster (National VOAD) is the forum where organizations share knowledge and resources throughout the disaster cycle—preparation, response, and recovery—to help disaster survivors and their communities. National VOAD members are the primary coordinating nonprofit organizations for the management of unaffiliated volunteers.

Citizen Corps helps coordinate volunteer activities that will make our communities safer, stronger, and better prepared to respond to any emergency situation. It provides opportunities for people to participate in a range of measures to make their families, their homes, and their communities safer from the threats of crime, terrorism, and disasters of all kinds.

Volunteers such as amateur radio operators, search and rescue teams, CERTs, police and fire auxiliaries, and reserves are valued members of emergency management organizations in many jurisdictions. Such resources are known quantities that train and exercise to play specific roles in an incident. These volunteers have long-standing formal relationships that are spelled out in written agreements and standard operating procedures. Individual members have credentials and identification issued by the volunteer organization itself and/or the emergency management organization with which it has the agreement. Donated personnel and services are accepted and managed through ESF 15 lead agency RSVP.

DONATIONS

During incidents, private-sector sources frequently wish to contribute goods and services free or at a reduced cost. It is important to clearly define and document the conditions under which goods and services are being offered. It is not unusual to be billed at a later date for resources that were offered

“free” in the initial response to the emergency. Making certain that the circumstances are clear helps ensure that donors are recognized for being good neighbors, and that there are no misunderstandings later.

Donations take the form of either funds, or donations of goods and services. The system must be prepared to deal with inappropriate donations without bogging down the distribution of essential goods and services. The inability to manage donations can lead to an “emergency within an emergency.” It may even become necessary to protect ourselves from charges of mismanagement, or from being billed at a later date for goods and services presented as “donations” at the time.

Strategies for managing donations include:

- Consulting with organizations that are used to solicit, manage, and distribute donated goods and funds.
- Developing and training volunteer resources to assist with donations and volunteer management.
- Developing public information and media releases that provide direction for those who wish to donate.
- Developing and implementing an effective management structure to receive, warehouse, inventory, organize, distribute, and account for large-scale donations.

Planning and organizing to provide management and logistical support to complex incidents requires a level of detail well beyond “normal” incident response. Effective preparedness actions are required to anticipate and manage convergence issues resulting from self-dispatching and freelancing responders, unsolicited donations, and unaffiliated volunteerism.

Donated goods, materials, financial resources, and facilities are accepted and managed through ESF 15 lead agency.