On the following pages you will find the Local Government Solid Waste and Materials Management Annual Report Form for Fiscal Year 2017-2018. Each North Carolina County and Municipality is required to complete this report annually. Completion and submission of this report will fulfill the annual reporting mandate to the state as required by G.S. 130A-309.09A. Failure to complete and submit this report could result in the local government being excluded from distributions of Solid Waste Disposal Tax Proceeds and other Department of Environmental Quality grants.

Instructions:

Each local government should determine which staff member is responsible for preparing and submitting the annual report and ensure that the report is completed and submitted before the reporting deadline on September 1, 2018.

Options for obtaining a blank copy of this form:
1 - download a copy of the form from this web site: [http://deq.nc.gov/about/divisions/waste-management/solid-waste-section/annual-reporting](http://deq.nc.gov/about/divisions/waste-management/solid-waste-section/annual-reporting)
2 - call the Division of Environmental Assistance and Customer Service at 877-623-6748
3 - request a copy of the form by sending an email to Lgteam@ncdenr.gov.

This form must be completed electronically using Adobe Reader. Adobe Reader can be downloaded for free at the following web site: [https://get.adobe.com/reader/](https://get.adobe.com/reader/) - it is suggested that you complete the form using the latest version of Adobe Reader. Please **DO NOT** complete this form using Adobe Acrobat Pro.

Complete the form by entering responses in the appropriate fields using Adobe Reader. Please save a copy of the completed form to your computer for your records by using the "Save As" option and choosing an appropriate file name. When naming the file, please include your community's name as a part of the file name.

After completing the report form, please submit a copy electronically to the Division of Environmental Assistance and Customer Service by attaching the report file to an email to Lgteam@ncdenr.gov

If you need assistance completing or submitting this form, please feel free to contact one of the following Division of Environmental Assistance and Customer Service staff members:

Wendy Worley, phone: 919-707-8136, email: wendy.worley@ncdenr.gov
Matt James, phone: 919-707-8133, email: matt.james@ncdenr.gov
Solid Waste and Materials Management Annual Report

July 1, 2017 -- June 30, 2018

COMPLETION AND SUBMISSION OF THIS REPORT WILL FULFILL THE ANNUAL REPORTING MANDATE TO THE STATE AS REQUIRED BY G.S. 130A-309.09A.

Please submit this form to Lgteam@ncdenr.gov by September 1, 2018.

If you have questions or need assistance completing this form, please call 919-707-8136 or 919-707-8133.

Person Completing This Report: Becky Breiholz
Title: Town Clerk
Mailing Address: P.O. Box 246
City: Manteo
Zip: 27954
Phone: 252-473-2133
Fax: 252-473-2135
Date: ____________________________
Email: breiholz@townofmanteo.com

General Instructions
Please remember that the time period for the report is JULY 1, 2017 through JUNE 30, 2018. Please check “No” if you have nothing to report for a specific question.

1. Did your local government have a Recycling Coordinator or similar position for FY 17-18? ☐ Yes ☒ No
   Name Recycling Coordinator (if different from person completing this report.)
   Name: ____________________________
   Title: ____________________________
   Address: ____________________________
   City: ____________________________
   Zip: ____________________________
   Telephone: ____________________________
   Fax: ____________________________
   Email: ____________________________

2. Did your local government have a Solid Waste Director or similar position for FY 17-18? ☒ Yes ☐ No
   If Yes, Name: James McClease
   Title: Public Works Director
   Address: P.O. Box 246
   City: Manteo
   Zip: 27954
   Telephone: 252-473-2133
   Fax: 252-473-2135
   Email: mcclease@townofmanteo.com

3. Did your local government have dedicated or part-time Solid Waste Enforcement Staff for FY 17-18? ☐ Yes ☒ No
   If Yes, Name: ____________________________
   Title: ____________________________
   Address: ____________________________
   City: ____________________________
   Zip: ____________________________
   Telephone: ____________________________
   Fax: ____________________________
   Email: ____________________________

4. Did your local government have solid waste ordinances in place addressing any of the following during FY 17-18? (if yes, please check all that apply)
   ☐ Disposal Bans ☐ Illegal Dumping ☐ Littering ☒ Other, Please Describe: Solid Waste Ordinance

5. Did your local government manage, provide or contract for any solid waste services in FY 17-18 (e.g., collection, disposal, recycling, mulching, composting)?
   ☒ Yes ☐ No

If you have questions or need assistance completing this form, please call 919-707-8136 or 919-707-8133.
### Part I. Waste Reduction and Recycling Programs Serving Government Facilities

The following questions pertain to waste reduction and recycling activities / programs that serve local government facilities.

6. Did your local government have a recycling program in place for collecting recyclable materials generated at public buildings in FY 17-18?  
   - Yes  ☒  No

7. Did your local government have any program or policy encouraging or requiring local agencies to purchase products with recycled content?  
   - Yes  ☐  No

8. Did your local government have a program in place to collect and recycle spent fluorescent lights generated from the public buildings and facilities that were operated by your government in FY 17-18?  
   - Yes  ☐  No

### Part II. Waste Reduction and Recycling Programs Serving the Public

#### SOURCE REDUCTION / REUSE

9. Did your local government have a backyard composting program?  
   - Yes  ☐  No

10. If yes, please check all backyard composting activities that apply:  
    - Education  ☐  Demonstration site(s)  ☐  Bin distribution/sales  ☒  Number of Bins distributed? ____________

11. Did your local government operate a program to promote source reduction efforts such as junk mail reduction, phone book opt-out through www.yellowpagesoptout.com, or by promoting the use of non-toxic alternatives?  
    - Yes  ☐  No

12. Did your local government offer a waste exchange or reuse program?  
    - Yes  ☒  No

13. If you answered "yes" in question 12, please indicate which waste exchange and/or reuse programs were available to the public:  
    - Swap shop/shed  ☐  Number of sheds in use? ____________  Paint exchange  ☐  Number of gallons recovered? ____________  
    - Other (e.g. pallet exchange, etc.)  ____________

#### PUBLIC RECYCLING SERVICES

14. Which of the following responses best describes your recyclables recovery activities for the period July 1, 2017 through June 30, 2018?  
    - My local government DID operate or contract for a recyclables recovery program. (please continue to question 15)  
    - My local government DID NOT operate or contract for recyclables recovery BUT DID participate in a recyclables recovery program sponsored by another local government. (Please identify the public agency/organization responsible for its operation; then go to Part IV on page 7.)  
    - With which local government did you participate? ____________  
    - My local government DID NOT operate, contract or participate in a recycling program. (Go to Part IV on page 7.)

If your local government DID operate or contract for a recyclables recovery program, please indicate in the following sections the type of program in operation and provide specifics about your program(s).

#### CURBSIDE RECYCLING PROGRAM

15. Did your government operate a Curbside Recycling Program?  
    - Yes  ☒  No, skip to question # 25

16. Who collected the recyclable materials for your local government's curbside recycling program?  
    - Local government employees  ☐  Private contractor (please specify)  ☐  Franchised hauler (please specify)  ☒  Outer Banks Hauling/Bay Disposal  
    - Other (please specify)  ____________
17. Please provide the following information about your community:
   a. Total number of households in your jurisdiction?  1,460
   b. Number of households eligible to participate in the curbside recycling program: 1,460
   c. Provide the number of households that participate in the curbside recycling program (estimate if necessary): 986

18. If your curbside recycling program is operated through a public franchise granted to a private company then please answer the following:
   Is public participation in the franchise: □ Voluntary or □ Mandatory
   Does your franchise consist of: □ One service district or □ Multiple service districts

19. What sector(s) of your community was served by the curbside recycling program?
   □ Residential □ Commercial □ Industrial

20. If you checked commercial or industrial in question 19, please indicate the number of accounts served: ______________________

21. How frequently were the curbside recyclables collected?
   □ Once a week □ Every other week / biweekly
   □ Other ______________________

22. Please describe the collection containers used:
   □ Bins □ Blue bags
   □ Multi-bin system □ Roll-out carts

23. Please describe the method/style of recyclable materials handling:
   □ curb-sort (collector separates material as collected) □ single stream / commingled
   □ dual / two stream □ don't know / other

24. If you checked "Roll-out carts" in question 22, please indicate the approximate size (volume) of the carts used:
   □ less than 50 gallon cart □ 65 gallon cart
   □ 95 gallon cart □ multiple sizes of cart available

DROP-OFF RECYCLING PROGRAM

25. Did your government operate a Drop-off Recycling Program? □ Yes □ No, skip to question # 32

26. Who collected the recyclable materials for your local government's drop-off recycling program?
   □ Local government employees
   □ Private contractor
   □ Other (please specify) ______________________

27. Please describe the method/style of recyclable materials handling for your drop-off recycling program:
   □ source-separated (citizens separate materials by type) □ single stream / commingled
   □ dual / two stream (paper separated from cans/bottles) □ don't know / other

28. Please estimate the number of households served by your drop-off recycling program. ______________________

29. What sector(s) of your community are served by the drop-off recycling program?
   □ Residential □ Commercial □ Industrial

30. How many drop-off locations did you provide for the citizens in your jurisdiction? Number of Sites: ______________________

31. How many of these locations were staffed with attendants? □ All □ None □ Some please list # of staffed sites: ________

ELECTRONICS RECYCLING PROGRAM

Please answer the following questions about local government sponsored efforts to collect electronics from the public. The tonnage of any materials collected by the electronics recycling programs should be listed in the "Other" column in the Recycling Tonnages Chart on pg 5.

32. Did your community operate an electronics recycling program in FY 17-18? □ Yes □ No, skip to question # 38
   If you did operate an electronics recycling program, please indicate style of program:
   □ Permanent - Curbside Collection □ Permanent - Drop-off □ Scheduled Collection Day or Event □ Part of HHW Program
   If you offer curbside collection of electronics is it: □ by appointment or □ unscheduled
   If you operate a drop-off electronics program, how many collection sites do you provide? Number of Sites: ______________________
33. Did your electronics recycling program collect or accept televisions from (check all that apply): □ Residences □ Businesses
34. Did your electronics recycling program collect or accept computer equipment from (check all that apply): □ Residences □ Businesses
35. DEQ distributes Electronics Management Funds each February to eligible governments (G.S. 130A-309.137). If your government was eligible to receive proceeds from the State Electronics Management Fund in February of 2018, please provide the following information:

Electronics Management Fund balance as of July 1, 2017: $ ___________________________

Electronics Management Funds received from DEQ during FY 17-18 (Feb 2018 distribution): $ ___________________________

Electronics Management Funds spent during FY 17-18: $ ___________________________

Electronics Management Fund balance as of June 30, 2018: $ ___________________________

36. Briefly explain how Electronics Management Funds were spent during FY 2017-18 (please list items purchased if applicable):

37. If you did operate an electronics recycling program, please provide the following information about your vendor / contractor:

Name of electronics recycling vendor(s) during FY 17-18: 

Does the electronics recycling vendor(s) listed above hold either the e-Steward or R2 certifications? □ Yes □ No

OTHER PUBLIC RECYCLING PROGRAMS

Please answer the following questions about local government sponsored recycling efforts. List only programs operated or contracted for by the local government. The tonnage of any materials collected by the following programs should be listed in the "Other" column in the Recycling Tonnages Chart on pg 5.

38. Did your local government operate a multifamily recycling collection program that provides on-property recycling service for residents of multifamily properties in a manner other than through your curbside or dropoff recycling programs? □ Yes □ No

39. Did your local government operate a recycling program to serve commercial or institutional members of your community in a manner other than through your curbside or dropoff recycling programs? □ Yes □ No

40. Does your local government provide recycling services to Alcoholic Beverage Commission permit holders? □ Yes □ No

□ On-site collection services provided □ Public drop-off recycling sites available for ABC On Premises Permit holders to use

If yes, please check all materials that were recycled and report tonnages in tonnage table on page 5:

□ Clean Wood □ Brick, concrete, etc. □ Sheetrock □ Vinyl siding □ Shingles □ Metals □ Other

41. Does your local government operate a program to recycle Construction and Demolition materials? □ Yes □ No

If yes, please check all materials that were recycled and report tonnages in tonnage table on page 5:

42. Does your local government have an ordinance regulating the construction and demolition waste stream with the intention of encouraging or requiring waste reduction or recycling of these materials? □ Yes □ No

43. Please identify all Away From Home / Recycling On The Go programs or services operated by your government during FY 17-18. (check all that apply and if possible indicate tonnages on page 5 in "Other" column)

□ Public Parks Recycling Program □ Athletic Field / Venue Recycling Program

□ Pedestrian Recycling Program □ Recycling Service for Special Events / Festivals

44. Please identify all “Other” programs or services operated by your government during FY 17-18. (check all that apply and if possible indicate tonnages on page 5 in "Other" column)

□ Public School Recycling Program

□ Scheduled Collection Drives (e.g. confidential document shredding event held quarterly, once a year, etc.)

□ Lend-a-Bin Program where local government provides recycling containers to community organizations for use at events

□ Organics / Food Waste Recycling other than yard waste program

□ Oyster Shell Recycling Program

□ Other Programs (please specify) Town commercial card board collection

Programs to manage Special Wastes are addressed in Part III on page 6, please do not include Special Waste programs above.
RECYCLING TONNAGES FROM PUBLIC PROGRAMS

45. a. Enter data in the table below for ALL recycling programs operated or contracted for by your local government. Provide TONNAGES (or estimates) for each material collected for the period JULY 1, 2017 through JUNE 30, 2018. DO NOT include materials that were not collected or managed by your local government either directly or under contract to a private service provider.
b. Do NOT report YARD WASTE, TIRES, HHW, USED OIL, OIL FILTERS, ANTI-FREEZE, BATTERIES or other SPECIAL WASTE tonnages on this page - these items should be reported in other sections of report form. See page 6 for SPECIAL WASTES.
c. Please report materials collected in tons only. Please only extend numbers to two decimal places (x.xx).
d. If you collected single stream or other commingled materials, record Tons in the "Commingled tons" row and then check the box for each individual material type that was commingled.

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>Curbside</th>
<th>Drop-off</th>
<th>All &quot;Other&quot; Programs</th>
<th>Total Tons</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☒ if Yes</td>
<td>☒ if Yes</td>
<td>☒ if Yes</td>
<td>☒ if Yes</td>
</tr>
<tr>
<td>GLASS:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clear</td>
<td>☒</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brown</td>
<td>☒</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Green</td>
<td>☒</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mixed</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PLASTIC:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PET #1</td>
<td>☒</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HDPE #2</td>
<td>☒</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All Plastic Bottles</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Plastic Containers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bulky Rigid Plastics</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>METAL:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aluminum Cans</td>
<td>☒</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Steel Cans</td>
<td>☒</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>White Goods</td>
<td></td>
<td></td>
<td>☒</td>
<td></td>
</tr>
<tr>
<td>Other Metal</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PAPER:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Newsprint (ONP)</td>
<td>☒</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cardboard (OCC)</td>
<td>☒</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Magazines (OMG)</td>
<td>☒</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Office Paper</td>
<td>☒</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mixed / Other Paper</td>
<td>☒</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cartons / Aseptic Containers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WOOD:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pallets</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Wood - DO NOT report yard waste tons here</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OTHER MATERIALS:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Textiles (clothes etc...)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Televisions</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Electronics</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C&amp;D Materials Recycling</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commingled tons-check all items collected above</td>
<td>☒</td>
<td>234.12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL TONS:</td>
<td>234.12</td>
<td></td>
<td></td>
<td>234.12</td>
</tr>
</tbody>
</table>

46. RECYCLING TONNAGE AS A RESULT OF POLICY OR ORDINANCE: complete this section for materials that were recycled as a result of local government ordinances or policies but that were NOT collected or managed directly by your local government recycling program. E.g. a corrugated cardboard disposal ban supported by a reporting mechanism for collecting data on private recycling tonnages.

<table>
<thead>
<tr>
<th>Material Type</th>
<th>Tons Diverted</th>
<th>Describe the mechanism that caused these materials to be recovered and data collection method</th>
</tr>
</thead>
</table>
Part III. Special Waste Collections

This section concerns local government programs for managing materials that require special handling or that are banned from landfilling. Please provide responses and data as indicated below considering services provided to the public. Please do not include data on materials that were accepted and then disposed of in a landfill. Do not include materials generated exclusively by government operations (e.g. motor-fleet services). Question 47 is about materials accepted outside of any Household Hazardous Waste (HHW) Program or event. If special wastes were only accepted as a part of an HHW Program or HHW event and were not collected by separate recycling efforts then do not record materials in question # 47 but instead report with HHW materials in question # 48.

Special Waste Collections (Do Not Include Materials Collected as part of an HHW Collection Program or Event)

<table>
<thead>
<tr>
<th>Special Waste Programs for Collecting Materials from Citizens by Material Type</th>
<th>Did program collect this material from the public?</th>
<th># of sites</th>
<th>Data on quantities collected / managed. Please report in indicated units.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Used Motor Oil</td>
<td>☑ Yes</td>
<td>☐ No</td>
<td>______</td>
</tr>
<tr>
<td>Used Oil Filters</td>
<td>☑ Yes</td>
<td>☐ No</td>
<td>______</td>
</tr>
<tr>
<td>Used Antifreeze</td>
<td>☑ Yes</td>
<td>☐ No</td>
<td>______</td>
</tr>
<tr>
<td>Batteries, Lead Acid</td>
<td>☑ Yes</td>
<td>☐ No</td>
<td>______</td>
</tr>
<tr>
<td>Batteries, Dry Cell</td>
<td>☑ Yes</td>
<td>☐ No</td>
<td>______</td>
</tr>
<tr>
<td>Fluorescent Bulbs/Lights Containing Mercury</td>
<td>☑ Yes</td>
<td>☐ No</td>
<td>______</td>
</tr>
<tr>
<td>Propane Tanks</td>
<td>☑ Yes</td>
<td>☐ No</td>
<td>______</td>
</tr>
<tr>
<td>Used Cooking Oil / Waste Vegetable Oil</td>
<td>☑ Yes</td>
<td>☐ No</td>
<td>______</td>
</tr>
<tr>
<td>Other Special Wastes - please provide waste type here:</td>
<td>☑ Yes</td>
<td>☐ No</td>
<td>______</td>
</tr>
<tr>
<td>Pesticide Containers (NCDA Program, not pesticides themselves)</td>
<td>☑ Yes</td>
<td>☐ No</td>
<td>______</td>
</tr>
<tr>
<td>NCDA Pesticide Disposal Assistance Program (for management of pesticides, not containers)</td>
<td>☑ Yes</td>
<td>☐ No</td>
<td>______</td>
</tr>
<tr>
<td>Latex Paint (do not include paint collected at HHW event or by a paint exchange program)</td>
<td>☑ Yes</td>
<td>☐ No</td>
<td>______</td>
</tr>
</tbody>
</table>

Household Hazardous Waste (HHW) and Conditionally Exempt Small Quantity Generator (CESQG) Program or Event

48. Did your local government operate a household hazardous waste collection program or event in FY 17-18? ☑ Yes ☐ No

If Yes, please respond to the following questions:

a. Was HHW collected at a permitted Temporary Event or at a Permanent HHW Collection Facility? ☑ Permanent ☐ Temp. Event

b. How many days was your HHW Program open to accept materials during this Fiscal Year? ______

c. Did you partner or co-sponsor your HHW program with another local government? ☑ Yes ☐ No

Please list partner(s) ______

d. Provide number of citizens / households that participated in your HHW collection program this Fiscal Year? ______

e. Did your program accept materials from small businesses (Conditionally Exempt Small Quantity Generators)? ☑ Yes ☐ No

If yes, please estimate the amount of business material managed ______ pounds

f. Amounts of individual materials collected by HHW Program: if totals for individual materials are known please itemize below. If data about individual materials is not available, please simply provide total quantity of materials collected by HHW program in 48g below. Note, materials listed here should only be those collected at an HHW Program and should not include materials listed in question 47.

Used Motor Oil (gal) ______ Used Oil Filters ______ # of Barrels, or ______ lbs.

Used Antifreeze (gal) ______ Lead Acid Batteries (lbs) ______ Other Batteries (lbs) ______

Fluorescent Bulbs / Lights Containing Mercury (lbs) ______

g. Provide Total Quantity of materials collected by HHW Program. If individual materials were reported in 48f, please net the weight of those materials out of the total listed here. ______ pounds

h. Please list HHW Collection Contractor ______

i. Estimated cost of HHW / CESQG program or event(s) $ ______

Pages 3 through 6 should have only been completed by governments indicating in question # 14 that they DO provide recycling services. All governments answering "Yes" to question # 5 on page 1 should complete the rest of the report with the exception of PART VIII which is only to be completed by Counties.
Part IV. Yard Waste, Mulching and Composting Management

This section concerns management of vegetative materials. Yard waste may not be disposed in sanitary landfills, incinerators, or in unpermitted sites and it is illegal to burn. Composting and mulching are popular management options. Please answer the questions below about your management of vegetative materials. Do not include information on food waste or non-vegetative materials in this section.

49. Does your local government operate a yard waste program?  □ Yes  □ No  If yes please indicate how yard waste is managed by checking all that apply:  □ Collected curbside □ Collected at convenience center □ Received at yard waste, compost, or LCID facil.

50. Did a storm event significantly impact the amount of yard waste your government managed during FY 17-18?  □ Yes  □ No

51. What quantities of materials were managed by your yard waste program? Provide information in TONS OR CUBIC YARDS of organic material (yard waste, brush, limbs, leaves, etc.) managed. For conversion purposes, use 400 lbs./cubic yd.

<table>
<thead>
<tr>
<th>Destination</th>
<th>Check if used</th>
<th>Tons</th>
<th>Cubic Yards</th>
</tr>
</thead>
<tbody>
<tr>
<td>End user (to farmer or home-owner)</td>
<td>☐</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Your local government's mulch or compost facility</td>
<td>☐</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other public mulch or compost facility</td>
<td>☐</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Private mulch or compost facility</td>
<td>☐</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land clearing and inert debris landfill (LCID)</td>
<td>☐</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Energy / Fuel Use (e.g. boiler fuel market)</td>
<td>☐</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>☑</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

YARD WASTE MANAGEMENT FORMULA: If yard waste quantities are not tracked, you may use this formula below to help you estimate yard waste volume. Calculate for each truck used in your yard waste management program, and then enter the grand total volume managed by program in the appropriate boxes above.

Ex. 10 yd³ truck x 3 days/wk x 16 wks = 480 yd³

\[ \text{Size of Truck (in yards)} \times \text{Avg. no. of times truck fills each week} \times \text{# of weeks truck is used during year} = \text{TOTAL} \]

Part V. Solid Waste Collection Services

This section concerns your local government's provision of solid waste (garbage) collection services.

52. Please complete the following table about your government's solid waste collection system.

<table>
<thead>
<tr>
<th>Sector</th>
<th>Who Collects Solid Waste?</th>
<th>How Is Solid Waste Collected?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>Primary a</td>
<td>Secondary</td>
</tr>
<tr>
<td>Commercial</td>
<td>Primary a</td>
<td>Secondary</td>
</tr>
<tr>
<td>Industrial</td>
<td>Primary d</td>
<td>Secondary</td>
</tr>
</tbody>
</table>

53. If you provide residential waste collection at single-family households in your jurisdiction, please answer the following questions:

What type of collection method is used?  □ Fully Automated  □ Semi-Automated  □ Manual  □ Don't know

What is the standard collection frequency?  □ Weekly  □ Two times per week  □ Other

What is the typical service point for single family household waste?  □ Curb side  □ Back yard / Back door

What type of collection container is used?  □ Government-provided carts  □ Resident-provided container  □ Bags

Do you offer bulky waste collection services?  □ Yes  □ No

54. For municipalities - did your government collect white goods at the curb?  □ Yes  □ No

If so, were white goods delivered to the county for marketing?  □ Yes  □ No

Part VI. Solid Waste and Recycling Educational Activities

55. Did your local government have an education program to inform citizens specifically about solid waste management and / or recycling issues / activities?  □ Yes  □ No  (If No, skip to Part VII, page 8)

56. Please estimate your annual budget for solid waste related education and outreach activities:  $ __________

57. Does your community produce recycling education and outreach materials in languages besides English?  □ Yes  □ No

If YES, please list other languages used:

58. Please provide your recycling website address and public information phone number if applicable.

Website:  ___________________________  Phone #:  ___________________________
Part VII. Resources for Solid Waste Management and Full Cost Accounting

Sufficient resources available to solid waste management programs are essential for continued success of these programs. The following questions deal with funding of your community’s solid waste and materials management programs.

59. Did your local government operate an Enterprise Fund for solid waste services in FY 17-18?  
   Yes  No

60. With regards to funding sources, check all that apply to your local government:
   □ Tipping fees  □ Volume/weight-based fees (e.g. PAYT)  □ Tire tax
   □ Property taxes / general fund  □ Sale of recyclables  □ White Goods tax
   □ Per household charges  □ Grants  □ Disposal Tax

61. NC Solid Waste Disposal Tax proceeds are distributed to eligible local governments on a quarterly basis by the Department of Revenue. According to GS 105-187.63 these funds must be used by a city or county solely for solid waste management programs and services.

   How are disposal tax distributions being used?

62. If applicable, please provide your FY 17-18 household fees. (e.g., a. $45.00 per year per household for solid waste)
   a. $ ________ per ________ per ________ for solid waste
   b. $ ________ per ________ per ________ for recycling
   c. $ ________ per ________ per ________ for yard waste
   d. $ ________ per ________ per ________ for bulky waste
   e. $ ________ per ________ per ________ availability fee
   f. $ ________ per ________ per ________ total charge

63. Did your local government operate a Pay-As-You-Throw program for residential garbage during FY 17-18? (a system where residents are charged a fee by weight or volume for the amount of trash they discard)  
   Yes  No

According to GS 130A-309.08, local governments are required to conduct full cost accounting annually and to develop a system to inform users of such costs.

64. If your local government contracts for solid waste or recycling services, please report the annual contract amount.
   $ ________ For solid waste services per year
   $ ________ For recycling per year
   OR
   $ ________ Combined Contract (solid waste, and recycling)

65. Collection Programs: Please complete the following table to the best of your ability to display the full costs of your local government’s collection programs for waste, recyclables and yard waste including materials collected from convenience centers. If full cost analysis is not available, please report program budget in Total Cost column.

<table>
<thead>
<tr>
<th></th>
<th># of Households served</th>
<th>Tons Collected</th>
<th>Collection Cost</th>
<th>Disposal Cost (tipping fees paid)</th>
<th>Total Cost including overhead</th>
<th>Cost Per Ton Managed (calculated by form)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal Solid Waste*</td>
<td>1,460</td>
<td>1,417.77</td>
<td>451,962.08</td>
<td>160,282.34</td>
<td>612,244.42</td>
<td>431</td>
</tr>
<tr>
<td>Recycling Program**</td>
<td>986</td>
<td>234.12</td>
<td>25,480.56</td>
<td>25,480.56</td>
<td>25,480.56</td>
<td>108</td>
</tr>
<tr>
<td>Yard Waste Program</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Totals (calculated by form):</td>
<td>1,651.89</td>
<td>1,651.89</td>
<td>477,442.64</td>
<td>160,282.34</td>
<td>637,724.98</td>
<td>386</td>
</tr>
</tbody>
</table>

*for materials collected and sent for eventual disposal in a Municipal Solid Waste or Construction and Demolition Landfill.

**for materials collected by public recycling programs including those services offered to commercial and industrial generators. Do not include special waste services.

66. If your government operates a landfill, transfer station, yard waste / compost facility or recycling facility, please provide total budget for facility operations (round to nearest dollar). If budgets for different facilities are combined, please attempt to allocate costs proportionately.
   Landfill Budget: $ __________
   Transfer Station Budget: $ __________
   Yard Waste / Compost Facility Budget: $ __________
   Recycling Facility Budget: $ __________

67. What was your government's total combined annual budget for all solid waste and recycling services in 17-18? $637,724.98
### Part VIII. County Mandated Programs

The following questions pertain to programs mandated by N.C. statute to be provided by each county. **Only county governments need to complete this section (questions 68 through 96). Municipalities should skip to Part IX on page 11. Counties - failure to complete Part VIII may result in non-eligibility for grant requests.**

#### WHITE GOODS

68. Please provide name, address, phone number, and e-mail of person responsible for white goods program.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Title:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address:</th>
<th>City:</th>
<th>Zip:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Telephone:</th>
<th>Fax:</th>
<th>Email:</th>
</tr>
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<tbody>
<tr>
<td></td>
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</tbody>
</table>

69. Please provide the physical address of the primary county white goods collection site.

<table>
<thead>
<tr>
<th>Street 1:</th>
<th>Street 2:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City:</th>
<th>State: North Carolina</th>
<th>Zip:</th>
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<tbody>
<tr>
<td></td>
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</tbody>
</table>

70. Please provide the name of the business or person that removes the refrigerant gases (CFCs) from white goods.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Street:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City:</th>
<th>State: North Carolina</th>
<th>Zip:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Phone:</th>
<th>Fax:</th>
<th>Email:</th>
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<tr>
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</tr>
</tbody>
</table>

71. Give amounts / types of CFCs removed. Attach records of CFC removal, and copy of certification of person(s) performing extraction.

<table>
<thead>
<tr>
<th>Type of CFC Removed</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

72. CFCs may be recycled or sent for destruction. Give name of firm, disposal method and amount earned / spent for CFC disposal.

<table>
<thead>
<tr>
<th>Firm</th>
<th>Method of Disposal</th>
<th>Amount Earned</th>
<th>Amount Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

73. Please report the tonnage of white goods collected during FY 2017-18 in the Recycling Tonnages table on page 5 (question # 45). Was white goods tonnage reported on page 5? ☐ Yes ☐ No

74. List the amount of revenue for the white goods program by source:

<table>
<thead>
<tr>
<th>Revenue collected from sale of scrap: $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue collected from White Goods Tax Distributions: $</td>
</tr>
<tr>
<td>Revenue from other source (e.g. grants): $</td>
</tr>
</tbody>
</table>

Total Revenue: $ 

75. According to the White Goods Law, White Good Tax Distributions must be spent on white goods activities. Give amounts and types of expenditures White Good Tax Distributions were used for (do not include funds received from grants).

<table>
<thead>
<tr>
<th>Operational Expenses: $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Improvements: $</td>
</tr>
<tr>
<td>Clean-up of Illegal White Goods Dumps: $</td>
</tr>
</tbody>
</table>

Total Expenditures: $ 

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2017-2018 Local Government Annual Report  Report Due Date: September 1, 2018  Submit to: Lgteam@ncdenr.gov  Page 9 of 11
**SCRAP TIRES**

76. Please provide name, address, phone number, and e-mail of person responsible for scrap tires program.

Name: ____________________________
Title: ____________________________
Address: ____________________________
City: ____________________________ Zip: ____________________________
Telephone: ____________________________ Fax: ____________________________ Email: ____________________________

77. Please provide the physical address of the primary county scrap tires collection site.

Street 1: ____________________________
Street 2: ____________________________
City: ____________________________ State: North Carolina Zip: ____________________________

78. Tonnage/Number of scrap tires disposed July 1, 2017-June 30, 2018 (excluding tires from cleanup of nuisance sites)

<table>
<thead>
<tr>
<th>Tons</th>
<th>Number of tires</th>
</tr>
</thead>
</table>

79. Tonnage/Number of scrap tires disposed from cleanup of state or county designated nuisance sites

<table>
<thead>
<tr>
<th>Tons</th>
<th>Number of tires</th>
</tr>
</thead>
</table>

80. Indicate the types of tires collected by the county:

| Passenger | % | Heavy Truck | % | Large Off-Road | % |

81. List the amount of revenue for the scrap tire program by source:

- Revenue from Scrap Tire Tax Distributions: $ ____________________________
- Revenue from Tire Fees: $ ____________________________
- Revenue from Scrap Tire Clean-up Reimbursements: $ ____________________________
- Revenue from Scrap Tire Cost-Overrun Grants: $ ____________________________
- Total Revenue: $ ____________________________

82. County's total scrap tire program contract expenditure (contract disposal/hauling costs), excluding costs of nuisance tire cleanups, for FY 17-18.

$ ____________________________

83. County's additional scrap tire program expenditure (i.e. labor, convenience center cost), if any.

- Labor: $ ____________________________
- Site Cost: $ ____________________________
- Other: $ ____________________________ describe Other: ____________________________

84. County's contract cost for scrap tire disposal. $ ____________________________ / Ton; $ ____________________________ / Tire

85. Hauling cost or fuel surcharge, if not included in contract cost above. $ ____________________________ / Ton; $ ____________________________ / Tire

86. Total tipping fees collected for tires not eligible for free disposal. $ ____________________________

87. Total number of tires collected not eligible for free disposal: ____________________________

88. If scrap tires were not hauled off site by contracted service provider, were they cut and disposed in a local landfill? □ Yes □ No

89. Name of tire disposal/recycling firm(s):

**TEMPORARY DISASTER DEBRIS STAGING SITES**

90. Does your local government have a plan in place for management of disaster debris? □ Yes □ No

If yes, indicate if the plan is a stand-alone plan or in conjunction with local government agencies: □ Stand-alone □ In conjunction

91. If you indicated having a plan, has the plan been reviewed by N.C. Emergency Management or FEMA to ensure it meets the basic requirements for public assistance reimbursement in a declared disaster event? □ Yes □ No

92. Please list the name, contact numbers(s), and e-mail address of the person(s) in charge of the disaster debris management program for your local government:

Name: ____________________________ Phone: ____________________________ E-mail: ____________________________
Name: ____________________________ Phone: ____________________________ E-mail: ____________________________
Name: ____________________________ Phone: ____________________________ E-mail: ____________________________
93. Please list the temporary disaster debris staging sites in your county or municipality which have been reviewed for conflicts with the Natural Heritage Program (NHP) and the State Historic Preservation Office (SHPO) through coordination with the Solid Waste Section. 

Please note that the vetting of a site prior to a disaster is advantageous to local governments because a staging site which is found to have impacted federal or state resources after a disaster may cause difficulty for local governments when attempting to obtain FEMA reimbursement. Attach extra sheets, if needed.

<table>
<thead>
<tr>
<th>Disaster Site #</th>
<th>Site Name</th>
<th>Disaster Site #</th>
<th>Site Name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

94. Does your plan address the management of household hazardous waste and white goods following a disaster?  
☐ Yes ☐ No

95. Does your plan address mass animal mortality?  
☐ Yes ☐ No

**MANAGEMENT OF ABANDONED MANUFACTURED HOMES BY COUNTIES**

96. Has your county considered whether to implement a program for the management of abandoned manufactured homes?  
☐ Yes ☐ No

If yes, has your county developed a written plan for the management of abandoned manufactured homes?  
☐ Yes ☐ No

**Part IX. Comments**

Use this section to elaborate on any info provided in your report as necessary. We would appreciate your comments about this report or other matters regarding solid waste management in North Carolina. Thank you for your time. You may submit additional sheets if needed.

This is the first year that the Town is paying Bay Disposal to do our recycling for our residents; it used to be done on a voluntary basis and the homeowner paid for it. We offer it to all our residents, but not all have signed up. I am not sure if I put the amount we paid to Bay Disposal in the correct column, Question 65 I put the amount we paid in the collection cost and not in the tipping fee part since Bay Disposal hauls it away.

This form is to be submitted electronically. If you require assistance, please contact one of these NC DEACS staff members:

Matt James, email: matt.james@ncdenr.gov  phone 919-707-8133
Wendy Worley, email: wendy.worley@ncdenr.gov  phone: 919-707-8136

The Division of Environmental Assistance and Customer Service Local Government Assistance Team is ready to assist you in any way we can. Please visit our Web site at [https://deq.nc.gov/conservation/recycling/local-government-recycling-assistance](https://deq.nc.gov/conservation/recycling/local-government-recycling-assistance) or e-mail us at Lgteam@ncdenr.gov