



**Iowa Solid Waste  
Environmental Management System  
Annual Report**

**Note: Please complete this report in your own document format (Word or PDF). It must contain all the information requested below in the order requested. Please label all Sections and Attachments.** You may, but are not required to, use Intelix software outputs in the development of the annual report. Attachments should be identified as requested. Additional attachments you wish to submit may be numbered similar to requested attachments with subsequent numbers. (Example: A&I3 for a document explaining more about how significance criteria are compiled)

Please submit your organization’s most current version of each procedure, list or document. *You do not need to submit a document if you submitted the same version in a previous year. Please identify the year the document was submitted and document reference number/date if possible.* If you have questions, contact Leslie Goldsmith, 515-281-8499, [leslie.goldsmith@dnr.iowa.gov](mailto:leslie.goldsmith@dnr.iowa.gov).

**Planning Area or Landfill Service Area Information:**

Name of Planning Area or Permitted Facility Service Area: Rathbun Planning Area  
 Mailing Address: 3020 McCarty Street  
 Physical Address: same  
 City: Centerville State: Iowa Zip: 52544  
 Name of person filling out report: Jennifer Frampton  
 Phone: 641-437-7279 Email Address: jframpton@raswc.org

**A. Executive Summary**

Provide an overview of the environmental improvements and benefits achieved during the past year as related to the system’s objectives and targets. This information would be similar to what is presented for management review. *(Attachment ES1)*

**1. Environmental Policy Statement**

A. Attach a copy of your organization’s current **Environmental Policy Statement (EPS)**. *(Attachment EPS1)*

Environmental Policy Statement was last updated - **Date:** 12/8/2009

Last reviewed - **Date:** 10/26/2011

If your EPS has been revised since the last EMS Annual Report, provide a summary of changes. *(Attachment EPS2.)*

**2. Environmental Aspects and Impacts**

a. Attach the list of significant **Environmental Aspects** and **Impacts** whether adverse or beneficial, identified by your organization stemming from activities, services and facilities in the past year. *(Attachment A&I1)*

b. Provide information about how your organization scored or weighted aspects and impacts, such as an **Environmental Aspects, Impacts and Significance Criteria Procedure or Process**. *(Attachment A&I2)*

Or

Your most current procedure or process has already been submitted to DNR in an EMS Annual Report.

**Date:** 12/29/10

The **Environmental Aspects, Impacts and Significance Criteria Procedure or Process** was last updated –

**Date:** 11/3/2010 Last reviewed - **Date:** 10/26/11

c. Are there large facility, service or programmatic changes pending (opening a compost site or landfill closure for example) that are likely to change the identified impacts in the coming year, beyond the usual annual fluctuations?  Yes  No

If yes, give a brief summary. (*Attachment A&I3*)

### 3. Legal and Other Requirements (compliance requirements)

The EMS Program expects regulatory compliance with all applicable laws and regulations (not just those administered by DNR Land Quality) but an agency out of compliance will not be dropped from the EMS program or denied continuation as an EMS so long as they demonstrate ongoing and diligent efforts to resolve areas of non-compliance.

a. Provide your organization's most current list of **Legal and Other Requirements** including relevant environmental laws, regulations and permits and worker health and safety regulations. (*Attachment L&O1*)

It is attached

Or

Your most current list has already been submitted to DNR in an EMS Annual Report. **Date:** \_\_\_\_\_

Your list was last updated - **Date:** \_\_\_\_\_ Last reviewed - **Date:** \_\_\_\_\_

b. Attach your organization's most current procedure or process for tracking changes in legal/regulatory requirements. (*Attachment L&O2*)

It is attached

Or

Your most current procedure or process has already been submitted to DNR in an EMS Annual Report.

**Date:** 12/29/2010

Your procedure or process was last updated - **Date:** 6/24/2010

Last reviewed - **Date:** 10/26/2011

c. Provide a brief summary of your organization's compliance performance for the previous year. List any recurring or significant violations related to the identified legal requirements and describe progress in resolving violations. (*Attachment L&O3*)

It is attached

### Six Plan Components

For each of the six plan components (yard waste management, hazardous household waste collection, water quality improvement, greenhouse gas reduction, recycling services, and environmental education) provide *spreadsheets, tables, and/or narratives* specifically address elements 4 (Objectives and Targets), 5 (Action Plan), 6 (Identify Roles and Responsibilities) and 8 (Monitoring and measurements) of HF 2570's EMS (listed below) and your organization's efforts in the previous year.

**Provide a document or series of documents detailing information below. (Attachment - Action Plan)**

**4. Objectives and Targets** - List the environmental objective(s) relevant to the plan component and the targets established for achieving the objectives. (*Attachment O&T1 or note that information is included in attachment Action Plan*)

**5. Action Plan** - Describe actions taken or planned to be taken to achieve the objectives and targets. The plan should identify personnel and organizations responsible for carrying out tasks identified and roles individuals and organizations have in action plans. Action Plans may include other information such as budget needs, skills and facilities. The plan should also contain timelines for completion of steps and a schedule for periodically reviewing and updating objectives and targets. (*Attachment AP1 or note that information is included in attachment Action Plan*)

**6. Identify roles, responsibilities** and additional needs – Either in a separate attachment or in the Action Plan above, note who is responsible for achieving objectives and targets. (*Attachment RR1 or note that information is included in attachment Action Plan*)

**7. Communication/Training/Awareness**

a. Attach your organization’s most current procedure or process for Communications. Information regarding how both external and internal communications are handled should be included. (Attachment CTA1)

It is attached

Or

Your most current procedure or process has already been submitted to DNR in an EMS Annual Report.

**Date:** \_\_\_\_\_

When was your procedure or process last updated? **Date:** \_\_\_\_\_

Last reviewed? **Date:** \_\_\_\_\_

b. Attach your organization’s most current procedure or process for Training, & Awareness. (Attachment CTA2)

It is attached

Or

Your most current procedure or process has already been submitted to DNR in an EMS Annual Report.

**Date:** 12/29/2010

When was your procedure or process last updated? **Date:** 12/14/2010

Last reviewed? **Date:** 10/26/2011

**8. Monitoring and Measurement –**

Attach your procedure or description of the process of how your organization monitors environmental performance. (Attachment MM1).

It is attached

Or

Your most current procedure or process has already been submitted to DNR in an EMS Annual Report.

**Date:** 12/29/2010

When was your procedure or process last updated? **Date:** 6/27/2010

Last reviewed? **Date:** 10/26/2011

**B. Summary of Progress against Specific Local Goals**

For each of the six plan components (yard waste management, hazardous household waste collection, water quality improvement, greenhouse gas reduction, recycling services, environmental education), provide a *spreadsheet, table, and/or narrative* that addresses the following required elements of HF 2570’s EMS and your organization’s efforts in the previous year.

**9. Assessment –Internal Audit** submit most recent documentation

Did your organization perform an Internal Audit since the last Annual Report was submitted?

Yes (if yes, submit as *Attachment IA1*)      Date: 10/26/11

Name of Assessor(s): Chris McDonald

No      Date scheduled: \_\_\_\_\_

**10. Re-evaluation and modification** - When and how did the organization review EMS elements and EMS Targets and Objectives? Please submit documentation about how this has been done. (Attachment RM1)

**Other: External Assessment or Audit**

Date of last External Audit: 10/29/2011

Name of Auditor(s): Iowa Department of Natural Resources

Please attach a copy of the result of an External Assessment or Audit and any other pertinent documents. (If Applicable) (Attachment EA1)

Or

Date EMS External Audit is scheduled: \_\_\_\_\_



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2011 EMS Final Report  
Summary of Progress against Specific Local Goals

For a detailed account of each activity and measured results see Attachment O&T1 (Objectives, Targets and Action Plans).

RASWC Activities/Impacts List 016-01EMS-10 Revised April 21, 2010 Location	Activity	Impact	notes (yellow=significant impact)	Regulated	Environmental Impacts	Cost/ Operations	Probability	Community	HF	Score
<b>Regional Collection Center</b>	Collection	Improvement in Water Quality		5	5	5	3	3	5	105
<b>Educational Activities</b>	<b>Educational Activities</b>	Improvement in Water Quality	external	5	5	5	3	3	5	105
<b>Educational Activities</b>	<b>Educational Activities</b>	Improvement in Air Quality	external	5	5	5	3	3	5	105
<b>Educational Activities</b>	<b>Educational Activities</b>	Use of Natural Resources	external	5	5	5	3	3	5	105
<b>Educational Activities</b>	<b>Educational Activities</b>	Increase in Landfill Space/Recycling	external	5	5	5	3	3	5	105
<b>Regional Collection Center</b>	Collection	Increase in Landfill Space/Recycling		5	3	5	3	3	5	95
<b>Regional Collection Center</b>	Collection	Impacts to Human Health		5	1	5	3	5	5	95
<b>Regional Collection Center</b>	Swap Shop	Increase in Landfill Space/Recycling		5	3	3	5	3	5	95
<b>Building and Grounds</b>	Used Oil	Increase in Landfill Space/Recycling		5	3	1	5	5	5	95
<b>Building and Grounds</b>	Storm Water Management	Improvement in Water Quality	raingarden	3	3	3	5	5	5	95
<b>Spills</b>	<b>Spills</b>	Degradation of Water Quality		5	3	3	3	5	5	95
<b>Educational Activities</b>	<b>Educational Activities</b>	Increase in Landfill Space/Recycling	internal	5	3	1	5	5	5	95
<b>Recycling Center</b>	Collection Drop Off	Increase in Landfill Space/Recycling		3	3	3	5	3	5	85
<b>Regional Collection Center</b>	Collection	Reduction in Landfill Space		5	3	5	3	1	5	85
<b>Regional Collection Center</b>	Shipping	Degradation of Air Quality		5	3	3	5	1	5	85
<b>Landfill</b>	Storage	Degradation of Water Quality		5	3	5	3	1	5	85
<b>Mobile Equipment Operations</b>	Operate	Degradation of Air Quality		3	5	3	5	1	5	85
<b>Building and Grounds</b>	Electric	Degradation of Air Quality		3	3	3	5	3	5	85
<b>Educational Activities</b>	<b>Educational Activities</b>	Improvement in Water Quality	internal	3	3	1	5	5	5	85
<b>Regional Collection Center</b>	Sorting	Impacts to Human Health		5	1	5	3	1	5	75
<b>Regional Collection Center</b>	Lab Packing	Impacts to Human Health		5	1	5	3	1	5	75
<b>Building and Grounds</b>	Mowing	Degradation of Air Quality		1	5	1	5	3	5	75

RASWC Activities/Impacts List 016-01EMS-10 Revised April 21, 2010 Location	Activity	Impact	notes (yellow=significant impact)	Regulated	Environmental Impacts	Cost/ Operations	Probability	Community	HF	Score
<b>Building and Grounds</b>	Electric	Use of Natural Resources		1	3	3	5	3	5	75
<b>Educational Activities</b>	<b>Educational Activities</b>	Improvement in Air Quality	internal	3	3	1	5	3	5	75
<b>Transfer Station</b>	Solid Waste (Garbage)	Degradation of Water Quality		3	3	3	3	1	5	65
<b>Transfer Station</b>	Ship Waste	Degradation of Water Quality	spills/leachate	3	5	1	3	1	5	65
<b>Recycling Center</b>	Collection Drop Off	Reduction in Landfill Space	contamination	1	3	5	3	1	5	65
<b>Regional Collection Center</b>	Storage	Impacts to Human Health		5	1	3	3	1	5	65
<b>Building and Grounds</b>	Sanitary Sewer	Degradation of Water Quality		5	3	1	3	1	5	65
<b>Building and Grounds</b>	Used Oil	Degradation of Air Quality		3	3	1	5	1	5	65
<b>Spills</b>	<b>Spills</b>	Degradation of Land/Soil Quality		5	3	1	1	3	5	65
<b>Educational Activities</b>	<b>Educational Activities</b>	Use of Natural Resources	internal	1	3	1	5	3	5	65
<b>Transfer Station</b>	Solid Waste (Garbage)	Degradation of Air Quality		3	3	1	1	3	5	55
<b>Recycling Center</b>	Processing/Baling	Use of Natural Resources		1	3	5	1	1	5	55
<b>Recycling Center</b>	Shipping	Degradation of Air Quality		1	3	1	5	1	5	55
<b>Regional Collection Center</b>	Sorting	Degradation of Air Quality		3	3	1	3	1	5	55
<b>Regional Collection Center</b>	Storage	Degradation of Air Quality		5	1	3	1	1	5	55
<b>Mobile Equipment Operations</b>	Chemical/Fuel Storage	Degradation of Air Quality		3	3	1	3	1	5	55
<b>Administrative Activities</b>	<b>Administrative Activities</b>	Increase in Landfill Space/Recycling		1	1	1	5	3	5	55
<b>Spills</b>	<b>Spills</b>	Degradation of Air Quality		3	3	3	1	1	5	55
<b>Transfer Station</b>	White Goods	Increase in Landfill Space/Recycling		3	3	1	1	1	5	45
<b>Transfer Station</b>	Computers	Increase in Landfill Space/Recycling		3	3	1	1	1	5	45
<b>Transfer Station</b>	Brown Goods/TVs	Increase in Landfill Space/Recycling		3	3	1	1	1	5	45
<b>Mobile Equipment Operations</b>	Maintain	Increase in Landfill Space/Recycling		3	1	1	3	1	5	45

RASWC Activities/Impacts List 016-01EMS-10 Revised April 21, 2010 Location	Activity	Impact	notes (yellow=significant impact)	Regulated	Environmental Impacts	Cost/ Operations	Probability	Community	HF	Score
<b>Transfer Station</b>	Tires	Increase in Landfill Space/Recycling		3	1	1	1	1	5	35
<b>Building and Grounds</b>	Storm Water Management	Degradation of Water Quality	pavement	3	1	1	1	1	5	35
<b>Lanfill</b>	Monitoring Water/Air Quality	Use of Natural Resources	contracted	5	1	3	5	1	1	15
<b>Lanfill</b>	Monitoring Water/Air Quality	Degradation of Air Quality	contracted	5	1	3	5	1	1	15
<b>Mobile Equipment Operations</b>	Operate	Use of Natural Resources		1	3	3	5	3	1	15
<b>Building and Grounds</b>	Mowing	Use of Natural Resources		1	3	3	5	3	1	15
<b>Spills</b>	<b>Spills</b>	Degradation of Aesthetics and Community Environment		5	3	1	1	5	1	15
<b>Mobile Equipment Operations</b>	Maintain	Use of Natural Resources		1	3	3	5	1	1	13
<b>Building and Grounds</b>	Mowing	Degradation of Habitat		1	3	1	5	3	1	13
<b>Transfer Station</b>	Solid Waste (Garbage)	Reduction in Landfill Space		3	3	3	1	1	1	11
<b>Recycling Center</b>	Processing/Baling	Impacts to Human Health		3	1	3	3	1	1	11
<b>Spills</b>	<b>Spills</b>	Use of Natural Resources		3	5	1	1	1	1	11
<b>Spills</b>	<b>Spills</b>	Reduction in Landfill Space		5	3	1	1	1	1	11
<b>Mobile Equipment Operations</b>	Maintain	Reduction in Landfill Space		1	3	1	3	1	1	9
<b>Building and Grounds</b>	Water	Use of Natural Resources		1	1	3	3	1	1	9
<b>Spills</b>	<b>Spills</b>	Impacts to Human Health		3	1	3	1	1	1	9
<b>Mobile Equipment Operations</b>	Maintain	Impacts to Human Health		1	1	3	1	1	1	7
<b>Recycling Center</b>	Storage	Degradation of Water Quality	(tin)	1	1	1	1	1	1	5
<b>Mobile Equipment Operations</b>	Fueling	Degradation of Air Quality		1	1	1	1	1	1	5
<b>Mobile Equipment Operations</b>	Fueling	Impacts to Human Health		1	1	1	1	1	1	5
<b>Administrative Activities</b>	<b>Administrative Activities</b>	Use of Natural Resources		1	1	1	1	1	1	5



<b>ASPECTS</b>	<b>IMPACTS</b>
Accidental Release	Degradation of Air Quality
	Degradation of Aesthetics and Community Environment
Air emissions	Degradation of Air Quality
Energy Usage	Degradation of Air Quality
	Use of Natural Resources
Fuel Usage	Use of Natural Resources
Human & Habitat Interactions	Degradation of Aesthetics and Community Environment
	Degradation of Habitat
Material Consumption	Use of Natural Resources
Leak/Small Spill	Degradation of Aesthetics and Community Environment
	Degradation of Soil, Water, and/or Sediment Quality
Major Spill	Degradation of Soil, Water, and/or Sediment Quality
Noise Generation	Degradation of Aesthetics and Community Environment
Odor Generation	Degradation of Aesthetics and Community Environment
Stormwater/Surface Water Discharges	Degradation of Aesthetics and Community Environment
	Degradation of Habitat
	Degradation of Soil, Water, and/or Sediment Quality
Waste Generation and Disposal	Reduction in Landfill Space
	Use of Natural Resources
Wastewater Discharge	Degradation of Soil, Water, and/or Sediment Quality
Water Consumption	Use of Natural Resources

**RATHBUN AREA SOLID WASTE COMMISSION  
EMS OBJECTIVES/TARGETS, ACTION PLANS**

revised August 2011

**YARD WASTE**

Objective <b>COMPLETED</b>	Target	Metric	Yard Waste	Water Quality	Greenhouse Gas Emissions	Recycling Services	Household Hazardous	Environmental Education	Other
<i>Establish baseline data of yard waste practices in Rathbun planning area.</i>	<i>by December 2010</i>	<i>record of data</i>	X						
<b><u>RESULT</u></b>	<b><i>Baseline established in 2010.</i></b>								
Action Plan	Deadline	Responsibility	Notes						
1 Contact each city to record current yard waste management practices	5/1/2010	RK	11/3/10: update program information on regular basis with Comprehensive Plan Updates 12/2010: Completed						
2 Collect record of usage in 2010 (tonnage recvd, number of users, etc.) from each program	12/1/2010	JF	11/3/10: Collect data from programs annually until next comp plan update. 12/2010: Receiving records from programs with #s available. 4/25/11: Completed see: Yardwaste Municipal Data.						
Objective	Target	Metric	Yard Waste	Water Quality	Greenhouse Gas Emissions	Recycling Services	Household Hazardous	Environmental Education	Other
<i>Increase participation in alternative yard waste management practices to encourage the reduction of burning of yard waste and the resulting air emissions.</i>	<i>by December 2012</i>	<i>enactment of plan</i>	X		X			X	
Action Plan	Deadline	Responsibility	Notes						

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<b>1</b>	Develop and distribute literature on backyard composting and other alternative yard waste practices.	6/1/2010	JF	Adjusted due date to 12/1/10 to allow for development of 2010 Newsletter by July. Development completed 12/2010. 4/25/2011: Distrubution to whom?
<b>2</b>	Investigate opportunities for chipping of yardwaste and brush.	2/1/2011	RK	11/3/10: Strike from action plan due to new air quality restrictions
<b>3</b>	Consider incentive program to purchase mulching blades for mowers.	3/1/2011	RK	11/3/10: Pursue grant funding for program? If none found, strike. 4/25/11:strike.
<b>4</b>	Investigate other opportunities to reduce burning of yard waste as they arise.	12/31/2012	RK/JF	Considering model composting bin at transfer station site for educational purposes. 11/3/10: Place model compost bins on site in 2011. Spotlight tour of green homes in area? Work with Garden Club. 4/25/11:Moravia Garden Club toured and sponsored flower bed. Cville club contacted, no response. Built model composter. 9/21/11: Working with local industry on yard waste disposal in privately owned compost site that needs cabon feedstock.
<b>5</b>	Collect record of usage (tonnage recvd, number of users, etc.) from each yard waste program in the planning area in 2011	12/31/2011	JF	
<b>6</b>	Create and enact plan to provide and encourage alternative yard waste practices.	1/1/2012	RK	8/11: Green Up Appanoose project.

**RATHBUN AREA SOLID WASTE COMMISSION  
EMS OBJECTIVES/TARGETS, ACTION PLANS**

revised December 2011

**HOUSEHOLD HAZARDOUS MATERIALS**

Objective <b>COMPLETED</b>	Target	Metric	Yard Waste	Water Quality	Greenhouse Gas Emissions	Recycling Services	Household Hazardous	Environmental Education	Other
<i>Determine baseline data of HHM collection at newly opened RCC.</i>	<i>by January 2011</i>	<i>record of data</i>					X		
<b>RESULT</b>	<i>2010 season-4617 pounds collected from 120 people; CESQG-1072 pounds from 7 businesses; SWAP-4413 pounds to 110 households. 2009 season-9457 pounds from 90 people; CESQG-184 pounds from 1 business; SWAP-1230 pounds to 36 households. 2010 set as base year due to higher numbers of participants, surge of material collected in 2009 attributed to absence of proper disposal program since 2004 Toxic Clean-Up Day.</i>								
Action Plan	Deadline	Responsibility	Notes						
1 Record RCC participation during HHM collection season.	ongoing	scale attendant	10/2010: Completed. 119 appointments, 5,689lbs of HHM collected. SWAP shop had 62 participants and recycled 2,291 lbs of HHM.						
2 Compare with 2009 HHM collection data to determine baseline.	1/1/2011	JF	Completed.						
Objective <b>COMPLETED</b>	Target	Metric	Yard Waste	Water Quality	Greenhouse Gas Emissions	Recycling Services	Household Hazardous	Environmental Education	Other
<i>Increase public awareness of proper HHM disposal.</i>	<i>by October 2010</i>	<i># of advertisements, # of new participants</i>		X			X	X	
<b>RESULT</b>	<i>Number of participants at RCC increased by 25%, CESQGs increased by 85%, SWAP shop activity increased by 77%.</i>								
Action Plan	Deadline	Responsibility	Notes						

**RATHBUN AREA SOLID WASTE COMMISSION**  
**EMS OBJECTIVES/TARGETS, ACTION PLANS**

revised December 2011

<p><b>1</b> Develop and publish HHM collection advertisements monthly during operational season of 2010.</p>	<p>4/1/10, 5/1/10, 6/1/10, 7/1/10, 8/1/10, 9/1/10, 10/1/2010</p>	<p>JF</p>	<p>Newspaper advertisements published: April, September, October 2010 (\$288.00) Radio Ads ran September 1-October 15, 2010 (\$200.00).</p>							
<p><b>2</b> Record how RCC participants became aware of HHM disposal services.</p>	<p>11/1/2010</p>	<p>scale attendant</p>	<p>11/10: Completed, yet to tally results. 1/12/11:see RCC Appt totals and survey results.</p>							
<p><b>Objective COMPLETED</b></p>	<p><b>Target</b></p>	<p><b>Metric</b></p>	<p><b>Yard Waste</b></p>	<p><b>Water Quality</b></p>	<p><b>Greenhouse Gas Emissions</b></p>	<p><b>Recycling Services</b></p>	<p><b>Household Hazardous</b></p>	<p><b>Environmental Education</b></p>	<p><b>Other</b></p>	
<p><i>Increase public awareness of proper HHM disposal.</i></p>	<p><i>5% increase in collections from 2010 to 2011</i></p>	<p><i># of advertisements, # of participants</i></p>		<p>X</p>			<p>X</p>	<p>X</p>		
<p><b><u>RESULT</u></b></p>		<p><b><i>Number of participants at RCC increased by 27% over 2010, CESQG participation saw no increase in # of participants but a 3900 lb increase in collections, SWAP shop activity increased by 6%.</i></b></p>								
<p><b>Action Plan</b></p>	<p><b>Deadline</b></p>	<p><b>Responsibility</b></p>	<p><b>Notes</b></p>							
<p><b>1</b> Develop and publish HHM collection advertisements bi-monthly during operational season of 2010.</p>	<p>10/1/2011</p>	<p>JF</p>	<p>HHM advertisements ran: 4/20/11, 6/22/11, 8/17/11</p>							
<p><b>2</b> Record and run HHM collection advertisements on local radio station.</p>	<p>10/1/2011</p>	<p>JF</p>	<p>3 different HHM advertisements ran April - current, RCC closing ad ran Sept/Oct.</p>							
<p><b>3</b> Contact local realtors and HHM retailers to disseminate hhm literature.</p>	<p>7/1/2011</p>	<p>RK</p>	<p>8/11: The 4 local realtors received packets of literature, 4 HHM retailers contacted.</p>							

**RATHBUN AREA SOLID WASTE COMMISSION**  
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4 Record how RCC participants became aware of HHM disposal services.	11/1/2011	scale attendant	completed: Newspaper: 20; Radio: 14; Employee: 53; Newsletter: 5; Other: 39
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**RATHBUN AREA SOLID WASTE COMMISSION**  
**EMS OBJECTIVES/TARGETS, ACTION PLANS**

revised December 2011

**WATER QUALITY**

Objective STRIKE!	Target	Metric	Yard Waste	Water Quality	Greenhouse Gas Emissions	Recycling Services	Household Hazardous	Environmental Education	Other
<i>Determine current programs and their territories concerned with water quality and/or conservation within or directly impacting the planning area</i>	<i>by November 2010 by November 2011</i>	<i>completion of tasks</i>		X				X	
<b>RESULT</b>			<i>Objective stricken following contact with interested parties: multiple offices successfully performing this function in various forms.</i>						
<b>Action Plan</b>	<b>Deadline</b>	<b>Responsibility</b>	<b>Notes</b>						
1 Contact all current water quality/conservation programs to determine functions and territories.	<del>10/1/2010, 5/1/2011,</del> undetermined	RK	11/3/10: revise project date to 5/1/2011, get help from RRWA. 4/25/2011: RRWA not interested, perhaps NRCS? Lack of RASWC Staff to complete. August 2011: consider striking this objective at next management review. What would this data be used for? No one is requesting this information from us, they are talking to NRCS.						
2 Create a comprehensive map/list of current programs, water testing, and outreach activities concerning water	<del>11/1/2010, 6/1/2011,</del> undetermined	JF	11/3/10: revise project date to 6/1/2011, get help from RRWA. 4/25/11: cannot be completed until data is gathered						
Objective	Target	Metric	Yard Waste	Water Quality	Greenhouse Gas Emissions	Recycling Services	Household Hazardous	Environmental Education	Other
<i>Implement measures to reduce illegal dumping within the planning area</i>	<i>by January 2012— Extend to December 2012</i>	<i># of measures implemented</i>		X				X	
<b>Action Plan <u>REVISED 11/30/11</u> <u>SEE BELOW</u></b>	<b>Deadline</b>	<b>Responsibility</b>	<b>Notes</b>						

**RATHBUN AREA SOLID WASTE COMMISSION**  
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1	Establish reporting method of illegal dumping activities.	12/15/2010	RK	11/22/10: meeting held with App. Co. Engineer, Supervisor, Sherriff, ADLM, and Centerville Mayor. Reporting method still in place, expressed concern for reporting if clean-up is not intended;funding needed from county to dispose of waste. Volunteers for cleanup? Will meet again in January. 4/25/11: No second meeting, no progress to report.
2	Record all reported incidents of illegal dumping in 2011.	1/1/2011 - 12/31/2011	RK	Sheriff's office is recording. 9/20/11: App Co Engineer documented current dump sites and indicated which are recurring issues.
3	Assist Appanoose County to establish clean up fund for illegal dumping.	1/1/2012	RK	added 4/25/11 8/11: Board of Supervisors is considering for next fiscal year budget
4	Elevate public awareness of costs and safety hazards regarding illegal dumping.	12/31/2011	JF	added 4/25/11 8/11: Radio ads regarding tarping and illegal dumping began running in July and August. Considering publishing pictures of dumpsites with clean up costs in local paper. Known recurring dumpsites will be signed. Green Up Appanoose campaign would cover illegal dumping.

<b>Action Plan</b>	<b>REVISIED 11/30/11</b>	<b>Deadline</b>	<b>Responsibility</b>	<b>Notes</b>
1	Reinstate the Illegal Dumping Committee formed in 2003, encourage quarterly meetings to keep the committee active.	12/15/2010 for re-instatement; quarterly meetings to follow	RK	11/22/10: Committee re-established with App. Co. Engineer, Supervisor, Sherriff, ADLM, Centerville Mayor, and RASWC. Meetings held: 11/22/10; 4/27/11; 11/30/2011
2	Establish reporting method of illegal dumping activities.	12/15/2010	RK	11/22/10: Reporting method still in place, expressed concern for reporting if clean-up is not intended; funding needed from county to dispose of waste. Volunteers for cleanup?

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<b>3</b>	Record all reported incidents of illegal dumping in 2011.	1/1/2011 - 12/31/2011	RK	Sheriff's office is recording. 9/20/11: App Co Engineer documented a few current dump sites and indicated which are recurring issues. 11/30/11: Sherriff presented report of complaints/citations for YTD. Collect info from ADLM of citations issued/prosecutions and fines paid. • Number of litter complaints received by Appanoose County Sherriff increased by % from the previous year. Number of arrests made for littering or improper waste disposal have increased by % (waiting for #s from Sherriff).
<b>4</b>	Document and monitor current dump sites (recurring and non) in the planning area	<del>12/31/2011</del> revised 12/11: 6/1/12	App. Co. Engineer, Frampton	11/30/10: Establish procedure to perform this activity: could equipment operators call Engineer or RASWC office to map? Is there a GPS available? Does the county engineer have ability to map easily? 11/30/11: Engineer could document with GPS camera, need part-time intern to take pics this spring. Looking for financial assistance: KIB, EMS, EPA.
<b>5</b>	Assist Appanoose County to establish clean up fund for illegal dumping.	1/1/2012	RK	added 4/25/11 8/11: Board of Supervisors is considering for next fiscal year budget. 11/30/11: determine if funds from state dumping fines are available for clean-up in county of origin as cited by IAC 455B.307A. Establish local ordinance to direct a portion of local fines to clean up costs? ADLM proposing increase in penalty to \$750 first offense, \$1000 repeat offense.
<b>6</b>	Elevate public awareness of costs and safety hazards regarding illegal dumping.	12/31/2011	JF	added 4/25/11 8/11: Radio ads regarding tarping and illegal dumping began running in July and August. Considering publishing pictures of dumpsites with clean up costs in local paper. Green Up Appanoose campaign would cover illegal dumping. 11/30/11: Calculate actual cost of dump site clean up (per ton, per appliance etc). Intended audiences: residents, offenders, contractors. Educate public of illegal dumping reporting procedures.
<b>7</b>	Clean up and sign current dump sites	11/30/2012	App. Co. Engineer	11/30: Begin clean up efforts once funds are available for disposal and time/weather allows (fall).
<b>8</b>	Publicize clean up efforts	12/31/2012	Frampton	11/30: Use clean up as kick off for Green Up Appanoose. Organize volunteer campaign for bridge clean up. Use mobile trailer to highlight actual debris recovered: park in high profile lots with signage. Alert press to activities
<b>9</b>	Increase reporting of illegal dumping incidents			
<b>10</b>	Reduce incidents of illegal dumping			Measure /monitor dump sites and frequencies

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Encourage City Clean-Up events to reduce instances of dumping. <b>11</b>			
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**GREENHOUSE GAS**

Objective	Target	Metric	Yard Waste	Water Quality	Greenhouse Gas Emissions	Recycling Services	Household Hazardous	Environmental Education	Other
<i>Implement energy and fuel reduction strategies for RASWC facilities and equipment</i>	<i>reduce fuel and energy consumption by 5% per ton of material processed by December 2012</i>	<i>fuel and energy consumption, resulting carbon offsets from reductions</i>			X				
Action Plan	Deadline	Responsibility	Notes						
1 Collect data to establish 2010 as baseline year of GHG Emmissions.	12/31/2010	JF	11/3/10: Added to Action Plan during management review after realizing there is no appropriate base line year with which to compare due to radical programming, service and facility changes since 2007.						
2 Investigate use of biodiesel in RASWC vehicles	7/1/2010	RK	Converted to biodiesel in June 2010. 4/25/11: Bio-diesel not available locally for 2011 season.						
3 Reduce fuel consumption on OCC Collection Route	7/1/2010, 8/1/2010	RK	Reduced fuel consumption by 107.6 gallons in 8 months (March through October,2010) or 18% by placing dumpsters in March and July . Reduced fuel consumption by 21% (251.40 gallons) in one year.						
4 Attach front entry to RASWC office creating air space between climate controlled office and outside	10/31/2010	RK	Construction began 10/18/2010. Completed mid November. Begin comparing energy usage to previous months. 4/25/11: collecting comparison data in 2011.						
5 Perform Energy Audit of RASWC facilities	7/1/2011	RK	Added to action plan 4/25/11. Audit completed April 2011. Reccomended measures with rough annual estimated electrical savings of 15, 126 kWh and gas savings of 61 therms. Measures implemented in August 2011 (total cost: \$4483.76).						

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6	Record all energy and fuel consumption data from July 2008 at all RASWC facilities	ongoing	JF	Added to action plan 4/25/11.						
7	Monitor closed landfill for methane emissions	ongoing	Hall Engineering	Added to action plan 4/25/11. Report of Explosive Gases files annually in November.						
8	Perform feasibility study of wind-powered electrical generator.	12/31/2011	Hall Engineering	Added to action plan 9/13/2011. Hall Engineering presenting to Core Team at 1/10/12 meeting.						
<b>Objective</b>		<b>Target</b>	<b>Metric</b>	<b>Yard Waste</b>	<b>Water Quality</b>	<b>Greenhouse Gas Emissions</b>	<b>Recycling Services</b>	<b>Household Hazardous</b>	<b>Environmental Education</b>	<b>Other</b>
<i>Reduce greenhouse gas emissions through landscaping and sustainable agricultural practices at RASWC facilities</i>		<i>by December 2011</i>	<i># of measures implemented, reduced fuel consumption</i>		X	X			X	
<b>Action Plan</b>		<b>Deadline</b>	<b>Responsibility</b>	<b>Notes</b>						
1	Plant trees at Transfer Station/Recycling Center to provide windbreaks and wildlife (bird) habitat	11/30/2010	RK	Planting began 11/1/10, completed by end of November. Planted 19 trees, offsetting 8.65 metric tons CO2 equivalent (based on American Forests assumptions of 910.76541 pounds of CO2 absorbed by one tree).						
2	Investigate opportunities with Indian Hills Community College Sustainable Agriculture Program to utilize/reclaim Appanoose County Sanitary Landfill	ongoing	RK	Ongoing, seeding was completed 2010. Hay crop was also cut this year. August 2011: seeding at landfill has continued in bare spots, soil tests being performed. 2 hay cuttings in 2011. Adequate vegetative cover on landfill footprint has been established.						

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<b>3</b> Establish areas of naturalized prairie grass as educational model and to reduce mowing.	11/30/2010	RK	Completed December 2010. Planted 1 1/4 acres of prairie grass.
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**RECYCLING**

Objective <b>COMPLETED</b>	Target	Metric	Yard Waste	Water Quality	Greenhouse Gas Emissions	Recycling Services	Household Hazardous	Environmental Education	Other
<i>Increase recycling practices among residential and commercial groups in the planning area</i>	<i>5% increase in 2010 over 2009</i>	<i>tons of marketed recyclables,# of recycling edu. Events</i>				X		X	
<b>RESULT</b>	<b>13% increase in recyclables marketed in 2010 vs 2009</b>								
Action Plan	Deadline	Responsibility	Notes						
<b>1</b> Evaluate feasibility of cardboard ban at Transfer Station.	12/1/2010	RK	Worked with local businesses to recycle OCC, established OCC recycling program with largest generator. 11/3/10: OCC ban not necessary if progress continues in commercial OCC recycling. Re-evaluate in 2011.						
<b>2</b> Promote permanent, more comprehensive recycling programs at all school districts in the planning area.	8/20/2010	JF/RK	Paper recycling program implemented at all four districts in planning area in August. Carts and totes provided through EMS grant, trailers available for transporting recyclables to RASWC. 2010-2011 School year yielded 12.14 tons of material diverted from the Transfer Station.						
<b>3</b> Encourage a permanent recycling program at Honey Creek Resort State Park.	12/1/2010	RK	Honey Creek Resort has been contacted numerous times, contacting again 2nd week of November due to new Head of Maintenance department. 11/3/10: Note to contact new DNR Interpreter at Honey Creek, calls not returned. 12/2010: Pilot recycling program developed, applied to SWAP (Jan. 2011 round of funding) for equipment purchase.						
<b>4</b> Maintain and improve communication with area industries in regard to source reduction and recycling measures.	ongoing	RK	Summer 2010: established OCC recycling program at local grocery store. 11/3/10: Recommended informational meeting with local businesses and industries in 2011.						

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5	Purchase and utilize recycling containers for use at large scale events in community	7/1/2010	JF	20 containers purchased July 2010, available for use at Appanoose County Fair, Pancake Day, Moravia Fall Festival. Will also be available at Appanoose County Baseball facilities in 2011. 11/3/2010: Encourage use of event containers in 2011; golf course, schools, wine festival, etc. 2010 total material collected: 125 pounds.						
6	Proactively educate residents and other groups about recycling.	ongoing	JF	Assembly at Moravia Schools about recycling in October, 250 students. Presence at App. Co. Fair, Pancake Day and Moravia Fall Festival. 11/3/2010: Share recycling stats with general public through periodic newspaper ads.						
<b>Objective COMPLETED</b>		<b>Target</b>	<b>Metric</b>	<b>Yard Waste</b>	<b>Water Quality</b>	<b>Greenhouse Gas Emissions</b>	<b>Recycling Services</b>	<b>Household Hazardous</b>	<b>Environmental Education</b>	<b>Other</b>
<i>Determine baseline of residential participation at new 24hour recycling drop off site.</i>		<i>by 2/1/11</i>	<i># of vehicles</i>				X		X	
<b>RESULT</b>		<b>Total number of participants at drop off site - 15,602; averaging 42 vehicles per day.</b>								
<b>Action Plan</b>		<b>Deadline</b>	<b>Responsibility</b>	<b>Notes</b>						
1	Record number of vehicles at drop off site on a daily basis.	ongoing	scale operator	Completed.						
2	Compile data for analysis.	1/31/2011	JF/RK	See detailed report: Recycling Drop off tally w/totals.						
<b>Objective</b>		<b>Target</b>	<b>Metric</b>	<b>Yard Waste</b>	<b>Water Quality</b>	<b>Greenhouse Gas Emissions</b>	<b>Recycling Services</b>	<b>Household Hazardous</b>	<b>Environmental Education</b>	<b>Other</b>
<i>Increase recycling practices among residential and commercial groups in the planning area</i>		<i>5% increase in 2011 over 2010</i>	<i>tons of marketed recyclables, # of recycling edu. Events</i>				X		X	
1	Evaluate feasibility of cardboard ban at Transfer Station.	12/1/2011	RK	August 2011: all large quantity generators of OCC have now diverted OCC from waste stream, OCC ban considered unnecessary.						

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<b>2</b>	Encourage and promote recycling programs at all school districts in the planning area.	12/31/2011	JF/RK	August 2011: Contacted Moulton to discuss cardboard. Monitoring waste streams and looking for additional diversion opportunities. Presented Recycle Bowl to Centerville and Mouton Schools, offered to register and report data: no response. 4.23 tons diverted in 2011-2012 school year thus far.
<b>3</b>	Establish permanent recycling program at Honey Creek Resort State Park.	12/31/2011	JF/RK	Spring 2011: SWAP grant awarded. August 2011: first loads of recycling received. 3.57 tons received to date.
<b>4</b>	Maintain and improve communication with area industries in regard to source reduction and recycling measures.	ongoing	RK	August 2011: planning industrial information meeting. Considering commercial info. Meeting. September 21, 2011: hosted Waste to Resource Workshop, invited all area industries to hear from Pollution Services and Iowa Waste Exchange.
<b>5</b>	Count participation at Recycling Drop Off one week every month	12/31/2011	scale attendant	began monthly count in May 2011. Average 48 users/day in 2011, 11.5% increase over 2010.
<b>6</b>	Encourage use of event recycling containers in the community.	12/31/2011	JF	July 2011: printed and laminated signs to be attached to event containers. September 2011: containers used at 7 events this year (500 pounds collected).
<b>7</b>	Proactively educate residents and other groups about recycling.	ongoing	JF	April 2011: using LED board to share recycling stats with community. See education.

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**EDUCATION**

Objective COMPLETED	Target	Metric	Yard Waste	Water Quality	Greenhouse Gas Emissions	Recycling Services	Household Hazardous	Environmental Education	Other
<i>Increase awareness of recycling and proper disposal methods throughout the planning area.</i>	<i>by December 2010</i>	<i># of brochures distributed, # of visitors to facility, # of contacts with public/groups</i>	X	X	X	X	X	X	
<b><u>RESULT</u></b>	<b><i>The high number of participants using the recycling drop-off (average of 42 per day), increase of residential traffic at the Transfer Station (by 27% over the previous fiscal year), and increase of residents and businesses utilizing the RCC and Swap Shop indicate awareness of recycling and proper disposal methods has been accomplished in 2010.</i></b>								
Action Plan	Deadline	Responsibility	Notes						
<b>1</b> Complete and furnish RASWC Education Center by Spring 2010.	5/1/2010	JF	Completed July 2010, in use as of April 2010.						
<b>2</b> Offer tours of RASWC facilities to all 4-6th grade students in the planning area.	6/15/2010	JF	Completed, all 4 school districts participated. Reached over 500 students. Positive responses, considering new partnership for 2011. 11/9/2010: Offer tour to 4th grade students only in 2011, partner with Rathbun Rural Water Association and Rathbun Fish Hatchery. Development meeting scheduled January 2011.						
<b>3</b> Develop and publish RASWC web page.	6/1/2010	JF	Website completed May 2010, still working on tracking activity through google analytics. 11/9/2010: Build on website by creating e-mail database in 2011.						
<b>4</b> Develop and publish annual newsletter to be circulated throughout planning area.	8/1/2010	JF	Completed and circulated in July 2010.						

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5	Install LED scroll sign at recycling drop-off site to announce events etc.	9/1/2010	JF	Completed December 2010.						
6	Create information station at RASWC Office and stock with informational brochures to be developed for public.	10/1/2010	JF	Brochures completed December 2010.						
7	Participate in at least two community events in 2010 (app. Co. Fair, Pancake Day)	12/31/2010	JF	Participated at Appanoose County fair (used DNR Education Trailer), Pancake Day (event recycling containers used), Moravia Fall Festival (event containers).						
8	Develop educational partnerships with at least three established groups concerned with environmental stewardship in the planning area.	12/31/2010	JF	Developed continuing partnerships with Appanoose County Conservation Board and Drake Public Library; limited correspondence with Honey Creek State Park. Active participation in Iowa Recycling Association Educators. 11/9/2010: Consider educational partnerships with Centerville Garden Club, ADLM, Indian Hills Community College in 2011.						
9	Investigate production of short film illustrating use of RASWC facilities for use at presentations and on website	12/1/2010	JF	Began filming September 2010, completed and on disk December 2010. Has not been posted to website due to technical difficulties, web site designer is working on. January 2011: posted on web page.						
<b>Objective</b>		<b>Target</b>	<b>Metric</b>	<b>Yard Waste</b>	<b>Water Quality</b>	<b>Greenhouse Gas Emissions</b>	<b>Recycling Services</b>	<b>Household Hazardous</b>	<b>Environmental Education</b>	<b>Other</b>
<i>Increase awareness of recycling and proper disposal methods throughout the planning area.</i>		<i>by December 2011</i>	<i># of brochures distributed, # of visitors to facility, # of contacts with public/groups</i>	X	X	X	X	X	X	

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Action Plan	Deadline	Responsibility	Notes						
1 Offer tours of RASWC facilities to all 4th grade students in the planning area.	6/15/2011	JF	200 students participated, toured RASWC, RRWA, and Rathbun Fish Hatchery. Water Quality theme, discussed local water sheds and the students' impact on their health and environment.						
2 Maintain and track RASWC web presence.	12/31/2011	JF	36 site visits in 2011.						
3 Develop and publish annual newsletter to be circulated throughout planning area.	8/1/2011	JF	August 2011: determined newsletter not necessary at this time, perhaps at the beginning of the calendar year with updated pricing.						
4 Use LED scroll sign at recycling drop-off site to announce events and recycling stats	12/31/2011	JF							
5 Participate in at least two community events in 2011 (app. Co. Fair, Pancake Day)	12/31/2011	JF	Participated in: Appanoose County Fair (water quality, event recy. containers), Moravia Fall Festival (distributed literature, event recy. containers), Pancake Day (event recy containers), America Recycles Day (distributed literature and promotional items). Complete list of education						
Objective	Target	Metric	Yard Waste	Water Quality	Greenhouse Gas Emissions	Recycling Services	Household Hazardous	Environmental Education	Other
<i>Create and enact 5 year plan for RASWC educational program</i>	<i>by December 2011</i>	<i># of brochures distributed, # of visitors to facility, # of contacts with public/groups</i>	X	X	X	X	X	X	
Action Plan	Deadline	Responsibility	Notes						
1 Research Green Initiatives among municipalities, solid waste agencies, volunteer groups	12/31/2011	JF	objective added August 2011, visited City of Fairfield regarding Go Green Initiative, hosted Scott Timm (program coordinator) to speak to core team in October.						

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<p><b>2</b></p> <p>Determine interest level of community</p>	<p>10/1/2011</p>	<p>JF/RK/Core Team</p>	<p>Considering "Green Up Appanoose" as all encompassing educational campaign for EMS objectives within the Rathbun Planning Area. Envisioning an initiative that encourages partnerships of existing programs concerned with environmental stewardship, hope to see county and city governments on board.</p>
<p><b>3</b></p> <p>Identify and secure resources necessary to support program</p>	<p>11/1/2011</p>	<p>JF/RK</p>	<p>12/11: Identifying individuals and positions to be recommended for Green Up Council.</p>
<p><b>4</b></p> <p>Launch education campaign</p>	<p>1/1/2012</p>	<p>JF/RK</p>	<p>12/11: Planning a full program launch in fall 2012 to coincide with illegal dumping clean up activities.</p>