

PUBLIC INPUT SIGN UP SHEET

1-3-06

PUBLIC INPUT SHALL BE LIMITED TO
THREE (3) MINUTES PER PERSON.

EACH PERSON SHOULD:

- (1) STATE YOUR NAME
- (2) IN WHAT AREA OF THE COUNTY YOU LIVE
- (3) SPEAK IN A CLEAR AND COURTEOUS MANNER.

Please Print:

	<u>NAME</u>	<u>ADDRESS</u>	<u>ISSUE</u>
✓ 1.	Eva Ritchey ^{as private citizen}	928 Brevard Rd	Voting Machines
✓ 2.	Douglas Coggins	268 Coggins Cove	Tuxedo School
3.			
✓ 4.	Debra Stierwalt	1166 N Lake Summit Rd	ZIRCONIA
5.			
✓ 6.	Deborah Dechick	107 Maplewood	Tuxedo
✓ 7.	Jaye Beltrich	259 Freeman Circle	ZIRCONIA
✓ 8.	Karen Jones	124 Dogwood Cottage Ln	ZIRCONIA
9.			
10.			
11.			
12.			
13.			

Hand-out
G. Tweed

**BY LAWS
HENDERSON COUNTY
SOLID WASTE ADVISORY COMMITTEE**

Article I

Name - Henderson County Solid Waste Advisory Committee (SWAC)

Article II

Purpose - As directed by the Henderson County Board of Commissioners (BOC), to advise the BOC on issues pertaining to present and future solid waste programs in Henderson County. To review and approve the 3 Year Updates to the 10 Year Solid Waste Management Plan as prepared by the Office of the County Engineer. To review and recommend programs as needed to assist the Solid Waste Department on the control of litter. To provide updates to the BOC on current technology for the disposal of solid waste and to develop programs for public education on solid waste disposal and recycling programs. To develop and make recommendations on other Solid Waste Programs as directed by the BOC.

Article III

Membership - Membership shall consist of a minimum of seven (7) residents of Henderson County will serve a three year staggered-term whereby one third of the membership may be appointed or reappointed each year. If for any reason a member must be replaced, the replacement member shall serve for the remainder of the unfilled term of the departing member. Members who miss three consecutive meetings without a good cause or are habitually absent will be subject to the removal and replacement. Each term will expire April 1, of the appropriate year.

Article IV

Officers and Duties - The Chairman will be appointed by the Board of Commissioners. He will chair all meetings and decide all points of order and procedure. A Vice Chairman shall be elected by the members of the committee and shall serve as acting Chairman in the absence of the Chairman and shall exercise the same duties as the Chairman.

Article V

Meetings - Meetings shall be held at the time, place and frequency determined by the Office of the County Engineer. Special meetings may be called by the Chairman at anytime provided a 48 hour notice is given to every member. Notice shall be given to the

address or phone number listed on a register maintained by the Henderson County Board of Commissioners.

A quorum shall consist of 6 members of the SWAC.

Votes of a majority of those present shall be sufficient to decide any matter before the SWAC provided a quorum is present.

No recommendations from a subcommittee shall be taken to the Henderson County Board of Commissioners unless voted on by a majority of properly noticed quorum.

Article VI

Staff to the Committee - The Henderson County staff to this committee shall be the County Engineer.

Ad Hoc Committee for Recycling Reform

Recycle Program Upgrades

- Develop a Strategic Recycling Plan to be Included in a Solid Waste Section of the Comprehensive Plan

- Institute Scheduled Electronic Recycling

- Institute Scheduled Household Hazardous Waste Collection

- Develop Long Term Recycling Programs
 - Appoint a Recycle Coordinator
 - Public Education per SWAC Recommendation
 - Use Channel 11 TV

- Construct At Least Two Additional Collection Sites
 - South - Flat Rock/Zirconia
 - East - Edneyville/Dana

- Enable Curbside Collection of Recycle Goods
 - Facility for Haulers
 - Promote via Incentives

- Expand School Recycling Program
 - Aluminium Cans
 - Plastic Bottles

Chris
Gary's *advised*
2, # 898

Memo

To: David E. Nicholson
From: Gary T. Tweed, P.E.
Date: 11/15/05
Re: Evaluation of Solid Waste Traffic Flow and Exit Truck Scale

The Board of Commissioners has asked that we evaluate the need for the installation of an exit truck scale at the Solid Waste Transfer Station. I have completed an evaluation and offer the following report.

DESCRIPTION OF CURRENT OPERATION

The current Solid Waste entrance operation utilizes one 70 ft truck scale, scale house with two attendants, and one gate guard. The gate guard receives all vehicles, those with solid waste are directed across truck scale to either be weighed or pay by flat fees. Flat fees are charge to all cars and pick up trucks (without side boards) that are carrying bagged municipal solid waste. Those vehicles going to recycling center are bypassed around truck scale. All vehicles must enter and exit through the existing gate operation. The scale house processes vehicles at a rate of about one every 30 seconds. When vehicles entering the scale system exceed this rate, traffic can back up. This occurs infrequently during the week, a few times each day. On weekends backups are more frequent due to higher incoming traffic. The issue is one of convenience to the customer and safety due to backups of traffic into Stoney Mountain Road. Most traffic backups clear out in approximately 20 minutes. During extreme conditions as following Holidays, waits at the facility can be significant.

Plans are underway to build a second bay to the existing transfer station. This bay will allow for additional storage of solid waste while transfer trucks are being loaded, provide additional capacity for the future closure of the C&D Landfill and allow for better facility operation & maintenance. Design plans for the transfer station should be completed soon and the project placed out to bid by the first of the 2006. Construction should be approximately 8 months.

TRAFFIC ISSUES

During the week the traffic backups are infrequent, but when they do occur, traffic will back up into Stoney Mountain Road. During weekdays, this normally will clear out in approximately 20 minutes. On Saturdays this occurs more frequently and on days following Holidays, the traffic congestion can be significant. When traffic backups occur, the time for someone to process through the facility, reweigh, and exit can take up to 45 minutes to an hour.

The backups into Stoney mountain road occur because the scale system, built in the early 90's, is too close to Stoney Mountain Road. There is insufficient space ahead of the scales to store vehicles.

So the issues are one of safety and convenience for the customers.

EVALUATION OF TRAFFIC FLOW

An evaluation of traffic flow was reviewed over a peak week during July 2005. Results are as follows:

Date	Total Tickets	Flat Fees	Reweighs	# that had old tickets	# charge customers	Scale trips	%Reweighs
7-18	346	70	117	55	104	463	25
7-19	362	69	118	46	129	480	25
7-20	302	51	108	31	112	410	26
7-21	322	51	100	50	121	422	24
7-22	362	91	115	56	100	477	32
7-23	406	160	157	69	74	563	28

What this indicates that approximately 25 to 32 percent of traffic is being reweighed. Most of the reweighs are pick up trucks with sideboards and vehicles pulling utility trailers. In addition there are 50 to 160 flat fee vehicles being processed across truck scale. All traffic going to recycling center must pass through entrance gate. Traffic flow to recycling center is 150 to 300 vehicles a day. This traffic must also pass in front of the transfer station operation. The addition of an exit truck scale would eliminate the reweighs on entrance scale but would not eliminate flat fee vehicles on entrance scale. Eliminating reweighs and flat fees on the entrance scale would reduce trips across the entrance scale by 40 to 56%.

RECOMMENDATIONS

In order to make the system more convenient and improve safety, there are short term and long-term recommendations.

Short Term

Expand flat fee charge system to include all pick up trucks, vans, other small vehicles with or without utility trailers. This would eliminate many of the reweighs on scale system. Last year we upgraded our scale computer software system. This upgraded software has additional features that would improve processing of vehicles. One of the additional features is called Waste Walker. This is a hand held computer and ticketing system that would allow us to process flat fee vehicles while in line at the facility. The Waste Walker portable ticketing system would require additional personnel to process flat fee vehicles but would eliminate the need to utilize truck scale and scale house for flat fee vehicles. The expanded flat fee charge system and Waste Walker hand held computer system would eliminate most reweighs and flat fee vehicles needing to cross truck scale. Once the new flat fee system is in place using the Waste Walker system, we can reevaluate the need for an exit scale or additional entrance scales. See attached proposed new flat fee schedule. The addition of the expanded flat fee schedule and Waste Walker system can be accomplished very quickly since no construction would be involved. It is also recommended that a flat fee of \$3 per vehicle be charge for use of the recycling center. Since there has been no charge for use of the recycling center, the center posts a net loss of approximate \$100,000 per year and this fee would help off set the cost to operate the center. Tip fees have not been increase since the transfer station went into operation in 1998. Costs for hauling and disposal

have increase once from \$30.82/ton to \$33.47/ton. It is recommended that tip fee be increase from \$47.91 per ton to \$52/ ton to cover this previous increase and increase cost of facility operations.

Long Term

The long-term goal would be to separate the flat fee and recycling center traffic away from the transfer station operation. This can be done by developing a new convenience center to receive all flat fee customers and recycling center customers. This center needs to be sited such that entrance is separate from current scale system. I have asked CDM, our consultants to the Solid Waste Department, to give us a proposal to conduct a study of our site for the location of a new convenience center. By moving the recycling center and flat fee traffic away from entrance and truck scale, it is felt that convenience and safety issues would be improved. Time frame to complete a new convenience center could be one to two years.

If so approved, staff is ready to implement the short-term recommendations. Staff will continue to work with consultants on the long-term goal of the development of a new convenience center.

PROPOSED FEE SCHEUDLE

FLAT FEES FOR CARS, PASSANGER VEHICLES AND PICKUP TRUCKS WITH OR WITHOUT SINGLE AXLE UTILITY TRAILERS FOR MUNICIPAL SOLID WASTE, WOOD AND YARD WASTE

CARS, PASSENGER VANS, STATION WAGONS	\$5
CARGO VANS & PICKUPS (5 BAGS OR LESS)	\$5
CARGO VANS (MORE THAN 5 BAGS OR LOOSE TRASH)	\$15
CARGO VANS WITH SINGLE AXLE TRAILERS (\$15 if no material in vehicle)	\$25
CARS, PASSEGER VANS, STATION WAGONS WITH SINGLE AXLE TRAILERS (\$15 if no material in vehicle)	\$20
PICKUPS WITHOUT SIDEBOARDS (MORE THAN 5 BAGS OR LOOSE TRASH)	\$15
PICKUPS WITH SIDEBOARDS (MORE THAN 5 BAGS OR LOOSE TRASH)	\$20
PICKUPS WITH SINGLE AXLE TRAILERS (\$15 if no material in vehicle)	\$30
RECYCLING CENTER per Vehicle	\$3

TIP FEE FOR ALL WEIGHED CUSTOMERS - \$52/TON

ALL CONSTRUCTION DEMOLITION MATERIAL MUST BE WEIGHED. ALL PERMITTED SOLID WASTE COMPANY AND COMPANIES WITH CHARGE ACCOUNTS, AND CONTRACTORS VEHICLES MUST BE WEIGHED. VEHICLES WITH DUAL AXLE TRAILERS MUST BE WEIGHED.

~~Hand out~~
e-mail fr.
L. Staton

DAVID LEWIS STATON

316 Benjamin Way Hendersonville NC 28792-9301
Phone: 828-685-7124 FAX: 828-685-6789 Email: statondl@bellsouth.net

January 3, 2006

Mr. Bill Moyer, Chairman
Henderson County Commissioners
100 N. King Street
Hendersonville NC 28792
FAX 692-9855 (Three page transmission)

Dear Mr. Moyer:

I cannot attend your meeting this evening and personally speak on the Tuxedo School matter. So, herewith are my comments which I request be entered into the record of today's meeting.

TUXEDO ELEMENTARY SCHOOL, a repository of memories! My sojourn there began in late August, 1942. Miss Casey was my first grade teacher. Ah, Miss Casey. Meet Dick and Jane. See Dick run; see Jane run. Miss Casey drilled us how to hide under our desks in the event the school was bombed by Germans. Who were the Germans, and how would they find Tuxedo? This first year in school was also the first year of World War II. She explained how gliders worked and how they were being used in the great war. She gave us rationing books and stamps to take home to our parents. She sold us victory stamps. We took scrap metal to school to further the war effort. Next door was the other first grade teacher, Miss Annie Dendy. Miss Dendy played the piano in assemblies in the auditorium. Boys had to go through the auditorium to the little boys' room. Then a second grade teacher, Miss Nellie Hart. She sold Popsicles, with two sticks, and ice cream from her room. Miss Frances Waters taught two classes in one room - second and third. Miss Waters rang the school bells by flipping two ordinary light switches mounted at the top of the blackboard in her room. Miss Waters always began her class day with a reading from the Bible and a prayer. One student I remember leading a prayer occasionally was Willa Mae. Then comes fourth grade and Miss Ruth Hill, later to become Mrs. Mullinax - Tim and Marian's mom. She introduced geography to us. We learned about Iraq - the Tigris and Euphrates rivers that year. She was my favorite teacher at Tuxedo. A great lady. Then on to grade five and Mrs. Clarabelle Phillips Clark, daughter of the late Rev. N. B. Phillips, long time pastor of East Flat Rock First Baptist. Mrs. Clark always wore several bracelets that jingled. When she stepped out of the room and disorder erupted in the class, those bracelets gave a signal when she was about to reenter the room and we ceased our foolishness. Then on to Mrs. Mamie Perry Wells. One day a boy was excused from class to go the little boys' room mentioned above. When he did not timely return, she went into the little boys' room and brought him out. Next to Mrs. Well's room was the a class taught by Mary Sue Waters. One teacher I never had was Miss Faye Love. But I remember her well, very well. One day I was walking down the hallway on the right side and when I rounded the corner, well, Miss Love was rounding the corner from the opposite direction and we had a meeting. She said, "Little boy, don't you have eyes?" Then back to Mrs. Clarabelle Clark for grade seven. After that came the big move to Flat Rock High in 1949.

cc: BOC
~~DEA~~ Justice

Of course we had a principal. Mr. Dean A. Ward. It was circulated among the pupils that Mr. Ward had an electric paddle with holes in it. Every one dreaded being sent to Mr. Ward's office, so we all maintained our good behavior to avoid that trip. I ran the movie projector when films were shown in the auditorium. Some of my classmates told me I was going straight to hell for running the machine. At the end of one of the school years, Mr. Ward told me to go to the lunchroom and get a salt shaker and salt down the projector before storing it for the summer. When I started to go, he had a good laugh.

Then there was Mr. Crawford, our janitor, or in today's political correctness way of stating things, our maintenance engineer. One day I was sent to take a message to Mr. Crawford who was in the boiler room in the basement. One look at that roaring furnace scared the daylights out of me. And the sound, what a roar! Mr. Crawford oiled the floors and kept them spotlessly clean, using some kind of orange sawdust which he swept with a push broom. Then that necessary group who fed a couple hundred of hungry kids every day, the lunchroom ladies. Mrs. Barnett was head cook and manager. The treat came on Fridays when vegetable soup was served along with a peanut butter and raisin sandwich and a small piece of cheese. My guess is that all those mentioned heretofore are deceased, but their work continues in the lives of us whom they taught and served.

At recess we went out to the playground. We played roller bat with a tennis ball. When the ball was batted, the one who happened to get the ball would roll it trying to hit the bat which was laid on the ground. If he, or she, hit the bat, they batted next. There was softball. Jake Cartee could hit that ball so hard it landed many times on the roof of the school. We had a swing set called the "giant stride" which consisted of a metal pole with about a dozen chain swings fastened at the top. We would grasp the swing handle and begin running around the pole. With a little push by someone waiting their turn to swing, we would soon be airborne. With today's fear of liability, that swing would be outlawed. But I don't remember anyone getting hurt. We shot marbles, sometimes "for keeps." Another game was with knives. Yes, boys carried knives and, with the blade open, we tried to hit the center of a circle drawn on the ground. Friendships by the dozens were made at Tuxedo. These friendships are ongoing.

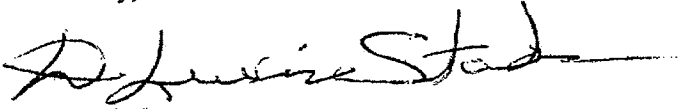
Whether the building remains or is razed, those fond memories cannot be erased. But why tear it down? Information has been circulated of the possibility of remodeling the building into apartments which can be rented out. If it can be restored and be self supporting financially, do it, and the property would be on the tax rolls.

Area residents met recently to discuss the various proposals for a county recreational park for the Tuxedo and Green River area. The proposals centered on the use of the now empty school building and surrounding grounds for a park and a new library. The area needs both a park and new library. That end of the county has always been last to get some of the niceties that other areas of the county enjoy. By the way, the Green River Volunteer Fire Department was the first such department in the county. They set the example that other communities have followed.

I came away from the meeting mentioned above with the ray of hope that all three objectives of the area residents can become realities. *One, renovate the building into apartments. Name it the "Bell Center" after the Bell family which has contributed so much to the community for almost a century. Two, construct the new library on the school grounds. Three, since the lay of the land and the small acreage surrounding the school are not very well suited for a park of sufficient size to give the community what it needs in a park, locate the park elsewhere. It was pointed out that three*

tracts of land are available for a park and that the county commissioners will be discussing that in their January meeting. The community can have its cake and eat it too. Raise the library and the park, but please don't raze the school building.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Lewis Staton". The signature is fluid and cursive, with a long horizontal line extending to the right.

D. Lewis Staton



NEW SUGARLOAF ELEMENTARY SCHOOL

EXPERIENCE

CREATIVE SOLUTIONS

ATTENTION TO DETAIL

SATISFIED CUSTOMERS

mpaj.com





HENDERSON COUNTY
OFFICE OF THE COUNTY MANAGER

100 NORTH KING STREET
HENDERSONVILLE, NC 28792-5097
PHONE (828) 697-4809 FAX (828) 698-6014
www.hendersoncountync.org

Justin Hembree
Interim County Manager
jhembree@hendersoncountync.org

Selena D. Coffey
Interim Assistant County Manager
selenac@hendersoncountync.org

Avalina Merrill
Administrative Assistant
avalina@hendersoncountync.org

MEMORANDUM

To: Board of Commissioners

From: Selena D. Coffey 

Date: January 3, 2006

Subject: WHKP Alternatives

In a letter dated December 13, 2005, Mr. Richard Rhodes, WHKP, informed the Board that the radio station was unable to find equipment to block radio commercials as had been directed by the Board at earlier meetings. Upon receipt of this letter, the Board of Commissioners, at your December 15th meeting, asked staff to provide the Board with alternatives for addressing the issues regarding having WHKP broadcast in the background of HCTV-11.

Pursuant to this direction, staff met and developed a list of issues raised by the Board of Commissioners. Among these issues were emergency broadcasting, school events broadcasting (such as local high school sports events), advertisements/commercials, and religious and political programming. In the attached document, staff has listed the issues and current situation, as well as alternatives for the Board's consideration (Attachment A).

One issue that I believe is vital to this discussion is that of emergency broadcasting. We, as staff, can assure the Board and the general public that the County's Emergency Operations Plan (EOP) provides an exceptional mechanism for coordinating and disseminating emergency information to the public in the event of a major emergency, with or without WHKP's audio broadcast on HCTV-11. I am also attaching an abbreviated version of the County's EOP (Attachment B) and our media list (Attachment C).

cc Justin Hembree, Interim County Manager
Russell Burrell, County Attorney
Chris Coulson, Public Information Officer
Rocky Hyder, Emergency Management Coordinator

HCTV-11 Audio Issues & Alternatives

Issues	Current Situation	Alternatives
<p>Emergency Broadcasts</p>	<ul style="list-style-type: none"> County has capability to override all Mediacom channels with audio emergency activation. County's Emergency Operations Plan dictates strict guidelines for distribution of emergency information to all local and regional media outlets. Character generator has capability of running immediately, but with no county-generated audio. WHKP runs emergency information after it is e-mailed or phoned in by the County. WHKP is staffed until early evening, when it is switched to a national feed. WHKP may call in staff after hours if it deems necessary to cover county emergency information. 	<ul style="list-style-type: none"> Character generator information runs with digital music audio. Staff is currently researching the emergency override of audio on HCTV-11 only. HCTV-11 viewers may get emergency information, both live and taped interviews, with county emergency officials, by listening to WHKP on the radio except for area where WHKP signal does not reach.
<p>School Events</p>	<ul style="list-style-type: none"> WHKP runs local high school football on Friday nights during Fall, other sports programs including college football and Carolina Panthers football on Fall weekends. WHKP runs other sports programming Monday through Friday evenings WHKP runs a 30-minute public schools program on Monday and a 10-minute BRCC program on Tuesdays. 	<ul style="list-style-type: none"> HCTV-11 viewers can listen to high school football and other educational programs on a radio except for areas where WHKP signal does not reach. Education Channel could pick up local high school sports and other educational programs at such time as it is operational.
<p>Religious Programs</p>	<ul style="list-style-type: none"> WHKP runs religious programming from 6 am until 12 noon on Sundays, HCTV-11 covers the majority of those programs with video programming. However, this is limited as to the programming available later in the day because the video machines at Mediacom are in use and not available. 	<ul style="list-style-type: none"> Run digital music over character generator, thus eliminating the need to cover religious programming in the 6-hour block. Continue to run some video programming in the morning, and adding some video programming later in the day to better balance HCTV-11 schedule.
<p>Political Programs</p>	<ul style="list-style-type: none"> Audio of Rush Limbaugh program is blocked on HCTV-11 from 12 noon to 3 pm each weekday. Not known if Rush Limbaugh Morning Update program is blocked each weekday morning from 7:10 until 7:15am. Open Line program is not blocked each Tuesday and Thursday morning from 9 – 10am. 	<ul style="list-style-type: none"> All political programming is prohibited in both the county's Broadcast Policy and Mediacom's Access User Contract with county. Run digital music over character generator, thus eliminating the need to cover political programming.
<p>Advertisements</p>	<ul style="list-style-type: none"> Advertisements run continuously. WHKP has informed the county that it cannot obtain equipment to cover/block advertisements. 	<ul style="list-style-type: none"> All advertisements (with the exception of specific fundraisers by county government approved by Mediacom) are prohibited in both the county's Broadcast Policy and Mediacom's Access User Contract with county Run digital music over character generator, thus eliminating all advertisements



B

**HENDERSON COUNTY
EMERGENCY OPERATIONS PLAN**
Updated: September 28, 2005

I. FOREWORD

The Henderson County Emergency Operations Plan (EOP) has been developed to address multiple hazards that threaten the county. Through the use of a functional format, the plan encourages an Integrated Emergency Management System (IEMS) approach to disasters and fosters prompt, efficient, and coordinated response operations by elements of the emergency organization. IEMS requires a system in which plans developed for one type of emergency are useful in other emergency situations and a significant amount of emergency operational capability can be established by addressing broadly applicable functions.

This Emergency Operations Plan serves as a summary document to the supporting annexes of the plan. These supporting sections define the roles of each response agency thereby reducing confusion, chaos and conflict during an emergency and significantly decreased vulnerability of the public and their property to hazardous threats.

This plan meets the legal requirements of North Carolina General Statutes, [Chapter 166-A](#). It provides the necessary elements to ensure that local government can fulfill its legal responsibilities for emergency preparedness.

This Emergency Operations Plan, upon approval and adoption by the Henderson County Board of Commissioners, replaces and supersedes all previously adopted emergency plans. This plan will be updated as needed to accommodate changes in operations and requirements.

II. INSTRUCTIONS FOR USE

It is intended that this plan, when implemented, be used by the Henderson County response organizations to obtain maximum use of existing resources, organizations, and systems in their response to emergencies and disasters that could and / or have occurred in the county. The format utilized is:

Basic Plan:

To be used by chief executives and policy officials.

Annexes:

Address the Common Functions for use by operational managers.

SOGs:

Standard Operating Guidelines are not contained in this plan, but must be developed by each operational manager and are essential to the implementation of this document. Copies of all SOGs will be submitted and kept for reference at the emergency operations center to ensure integration of services between two or more agencies work together.

Each section of the plan contains a purpose statement for that section. All individuals with assigned responsibilities should be familiar with the entire plan, however added emphasis must be given to those sections for which they are responsible. While all circumstances cannot be addressed, the content of this plan should be used as a guide for those things that do occur but not specifically addressed herein.

III. PURPOSE

This plan predetermines actions to be taken by the governmental agencies and private organizations of Henderson County in order to reduce the vulnerability of people and property to disaster, and to establish capabilities for responding effectively to the actual occurrence of a disaster.

IV. SITUATION AND ASSUMPTIONS

A. Situation

1. Geography and Economics

Henderson County is located in North Carolina Emergency Management Area 15 and FEMA Region IV. Its geographic location is the Western section of the state. It is bounded on the East by Polk and Rutherford Counties, on the South by Greenville County, SC, on the North by Buncombe County, and on the West by Transylvania County.

There are five municipalities within the County; the largest of these is Hendersonville, the county seat. The current population of the county and municipalities within the county is 96,124 (2004 figures).

The following services, which may have expanded duties during disasters, are provided by Henderson County:

- Administration
- Animal Control
- Communications
- Emergency Management
- Emergency Medical Services
- Finance
- Fire Departments
- Health Department
- Law Enforcement
- Public Information
- Schools
- Social Services

- [Tax Assessor](#)

2. ***Transportation and Roads***

Major roads:

Interstate 26 N/S, U.S. Hwy 64 E/W, U.S. Hwy 25 N/S, NC Hwy 191 N/S, U.S. Hwy 176 N/S, and NC Hwy 280 E/W.

Public roadways within Henderson County are almost exclusively owned and maintained by the NC DOT, Division of Highways. Many streets within the City of Hendersonville are maintained by the city. Most secondary roads within the County are paved, however, a number of unpaved public roads remain.

Railroad:

Norfolk & Southern.

Airports:

[Hendersonville Airport](#) located on Airport Road in Henderson County, serving small aircraft. [Asheville Regional Airport](#) located on the Buncombe / Henderson County line serves Henderson County with commuter flights and small commercial flights. Also, [Bearwallow Farm Airport](#) is located on Fire Tower Road, Hendersonville.

3. ***Hazards***

The County is exposed to many hazards, all of which have the potential to disrupt the community, cause damage and create casualties. Potential hazards (natural, technological and national security) for the County are:

- [Aircraft Accidents](#) (civilian / military)
- [Civil Disorder / Rioting](#)
- [Drought](#)
- [Earthquake](#)
- [Floods](#)
- [Forest Fires](#)
- [Hazardous Materials](#)
- Transportation incidents
- Fixed facility incidents
- Unidentified spills or dumping activity
- [Hurricanes \(Latent Effects\)](#)
- [Landfill Fires](#)
- [Large Structural Fires](#)
- [Mass Casualty](#)
- [National security emergency](#)

- Other / Unknown (biological, disease, etc.)
- Pipeline break
- Power Failure
- Severe bridge damage and / or dam failure
- Severe Thunderstorms
- Terrorist activity / Weapons of Mass Destruction
- Tornadoes
- Waste / waste water spills
- Winter Storms

B. Assumptions

1. The occurrence of one or more of the emergency / disaster events listed above could impact Henderson County severely and include several of the following possibilities:

- Loss of electric service
- Loss of water distribution and storage system
- Loss of part or all of waste treatment systems
- Blocked, damaged or destroyed road / highway network
- Evacuation of people from the county
- Necessity for mass care (shelter) and feeding operations
- Need for debris clearance and removal
- Multiple injuries and fatalities
- Drastic increase in media attention
- Damage to the communications and telephone networks
- Severe economic impact
- Increased number of vectors (insects)
- Need for official public information and rumor control
- Need for State and / or Federal assistance
- Re-entry of essential personnel and equipment
- Re-entry of the public into damaged / evacuated areas
- Damage to vital records
- Need for damage assessment
- Need for auxiliary power

- Need for coordination of solicited / unsolicited goods
 - Contamination of private wells
 - Exhaustion of local resources
 - Loss of facilities vital to maintaining essential services
 - Environmental impact on wildlife, natural resources and agricultural destruction
 - Need for management of reconstruction
 - Need for coordination of staged resources
 - Damage to historical sites
 - Isolation of populations
 - Lack of staffing depth
 - Need for mass vaccinations
 - Presidential Disaster Declaration
2. The occurrence of one or more of the previously listed emergency / disaster events could result in a catastrophic situation, which could overwhelm local and state resources.
3. It is necessary for the county and towns to plan for and to carry out coordinated disaster response and short term recovery operations using local resources; however, it is likely that outside assistance would be necessary in most major disaster situations affecting the county.
4. Emergency and disaster occurrences could result in disruption of government functions. This necessitates that all levels of local government and departments develop and maintain **Standard Operating Guidelines (SOGs)** to ensure continuity of government. These procedures will address depth of staffing, line of succession, and mode of operation.
5. Most natural disasters will leave at least some part of the county isolated and on its own for a period of time. Families should be encouraged to train and prepare for these events.
6. Officials of the county and municipalities are aware of the possible occurrence of an emergency or major disaster and their responsibilities in the execution of this plan and will fulfill identified responsibilities as needed to the extent possible.

V. CONCEPT OF OPERATIONS

A. Preparedness

1. As required by General Statutes 166A-2, it is the responsibility of city / county government to organize and plan for the protection of life and property from the effects of an emergency / disaster.
2. Facilities vital to the operation of county and local government have been identified. These facilities will receive priority for restoration of service.
3. Planning and training are necessary and integral parts of emergency and disaster preparation and must be prerequisite to effective emergency operations.

4. Coordination with adjoining jurisdictions is essential when its occur that impact beyond county or jurisdictional borders.
5. It is the responsibility of the elected officials to ensure that all legal documents of both a public and private nature recorded by designated officials be protected and preserved in accordance with existing laws, statutes and ordinances.

B. Response

1. In significant emergencies / disasters, direction and control will be managed by the Policy / Administration Group headed by the County Manager.
2. Emergency Operation Centers (EOC) will be staffed and operated as the situation dictates. When activated, operations are supported by ranking representatives from a number of local government, private sector and volunteer organizations to provide information, data, and recommendations to the Policy / Administration Group.
3. When an emergency situation develops, the County Manager or the designee of the jurisdiction (as defined in GS 14-288.1) may declare a State of Emergency to exist within the jurisdiction (or a part thereof) and begin implementing emergency procedures. (See Authorizations and Authorities Section).
4. The County Manager and County Emergency Management Coordinator will coordinate county resources. The Mayor or his designee will coordinate and control the resources of the municipality.
5. The Public Information Officer will utilize all available media outlets for the dissemination of emergency information to the public.
6. Should local government resources prove to be inadequate during emergency operations, requests for assistance will be made to other jurisdictions, higher levels of government, and / or other agencies in accordance with existing mutual aid agreements and understandings. Requests for State or Federal resources must be made through the Henderson County Emergency Management Coordinator to the Western Branch Office of the Division of Emergency Management and forwarded to the State EOC.
7. The Federal Response Plan establishes the basis for fulfilling the Federal Government's role in providing response and recovery assistance to a State and it's affected local governments impacted by a significant disaster of any kind which results in a required Federal response.
8. Under the Federal Response Plan, departments and agencies having various authorities and resources have been assigned primary and support agency responsibilities for various Emergency Support Functions. These Emergency Support Functions will work in concert with state agencies to provide the needed resource(s).
9. Under the provisions of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, a Federal Coordinating Officer will be appointed as the President's representative to coordinate overall delivery of federal assistance. Federal departments and agencies have been assigned missions to provide assistance directly to the state, under the overall direction of the Federal Coordinating Officer.

C. Recovery

- Termination of a State of Emergency shall be declared by the authority by which it was proclaimed. (See Authorizations and Authorities Section).

D. Mitigation

Following any major emergency / disaster event, a critique will be used to evaluate the jurisdiction's response to the event. A critique will include the following issues related specifically to recovery:

1. Mitigation of potential problems through use of Hazard Mitigation Grants
2. Plan Revision based on lessons learned
3. Unmet Needs status
4. Management of Donated Goods
5. Interagency Cooperation
6. Damage Survey Report process and documentation
7. Training needed

VI. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

This section tasks departments within local government with emergency functions in addition to their normal duties. Each department is responsible for developing and maintaining their own emergency standard operating guidelines (SOGs). Specific responsibilities are outlined below under the section named **Assignment of Responsibilities**. Responsibilities for certain organizations, which are not a part of local government, are also outlined.

A. Organization

1. Policy / Administrative Group

a. The Henderson County Emergency Policy / Administration Group consists of the following:

- Henderson County Board of Commissioners Chairperson
- County Manager
- Sheriff
- County Emergency Management Coordinator
- Designees as necessary

b. The Municipalities Emergency Policy / Administrative Group may consist of the:

- Mayor
- Board Members
- Manager / Clerk
- Police Chief
- Safety / Risk Management Coordinator
- County Emergency Management Coordinator
- Designees as necessary

2. Support Groups

- a. The Support Groups consist of representatives from determined governmental and volunteer agencies.
- b. These groups are tasked with the implementation of Policy / Administration Group decisions.

B. Assignment of Individual Responsibilities

1. Chairperson, County Board of Commissioners or Designee

- a. Carry out appropriate provisions of the North Carolina General Statutes, in addition to local ordinances relating to emergencies.
- b. Execute the Henderson County Emergency Operations Plan.
- c. Implement other measures as necessary to provide for the protection of life and property, including orders for evacuation and re-entry.
- d. Nominate members for the Local Emergency Planning Committee to the Chairman of the State Emergency Response Commission.
- e. Coordinate emergency response actions with the elected representatives of adjoining jurisdictions.
- f. Additional duties are also found in the various Annexes and Procedures.

2. County Manager

- a. Implement and execute the Henderson County Emergency Operations Plan.
- b. Direct county agencies to develop and continuously update emergency plans and standard operating guidelines (SOG's) to respond to emergencies.
- c. Support the Emergency Management Agency in the development of periodic exercises and tests of the emergency systems.
- d. Designate a Public Information Officer (PIO).
- e. Authorize the release of emergency public information statements.
- f. Coordinate emergency response actions with County Managers from adjoining jurisdictions.
- g. Implement direction, control, coordination and policy-making functions as necessary to provide for optimum response and recovery.
- h. Declare (and terminate) a State of Emergency for Henderson County.

- i. Additional duties are also found in the various Ann and Procedures.

3. Mayors

- a. Utilize and commit municipal personnel, facilities, equipment and resources in support of Henderson County emergency / disaster response operations, not to conflict with the municipalities' needs.
- b. Assess needs of the municipalities and request resources through the County Emergency Management Coordinator.
- c. Carry out appropriate provisions of the North Carolina General Statutes, in addition to local ordinances relating to emergencies.
- d. Declare and rescind a State of Emergency for the municipality.
- e. Execute the Henderson County Emergency Operations Plan, or the municipalities Emergency Operations Plan, in conjunction with the Henderson County Emergency Operations Plan.
- f. Implement other measures as necessary to provide for the protection of life and property in the municipality.
- g. Additional duties are also found in the various Annexes and Procedures.

4. Emergency Management Coordinator

- a. Develop and maintain standard operating guidelines for emergency service operations during emergency and disaster situations.
- b. Perform assigned duties according to state statutes and local ordinances.
- c. Develop plans in accordance with Federal and State guidelines.
- d. Coordinate emergency operations within the jurisdiction and develop mutual aid agreements.
- e. Develop and maintain a current notification list of emergency operation personnel.
- f. Provide for presentation of programs to properly train the emergency service organization.
- g. Maintain a current list of available local resources.
- h. Coordinate the procurement of resources requested by municipalities within the County and direct aid to areas where needed.

- i. Coordinate with private industry for use of privately owned resources.
- j. Request additional resources through NC Emergency Management Branch Office or State EOC in those cases where local resources cannot meet resource or recovery requirements.
- k. Coordinate exercises and tests of the emergency systems within the jurisdiction.
- l. Alert and activate, as necessary, the **County Emergency Service Organization** when informed of an emergency within the County.
- m. Submit necessary emergency information and reports to the proper agencies during emergency and disaster events.
- n. Assume the role of the **Operations Officer** when the **EOC** is activated.
- o. Maintain contact with the NCEM Area Coordinator during emergency situations.
- p. Serve as the Community Emergency Coordinator as defined by SARA Title III and the Local Emergency Planning Committee.
- q. Coordinate emergency response actions with the Emergency Management / Services Coordinators in adjoining jurisdictions.
- r. Serve as principal liaison and advisor for emergency operations during emergency / disaster situations.
- s. Conduct a hazard analysis to determine potential evacuation routes.
- t. Identify and arrange suitable shelter locations.
- u. Additional duties are also found in the various Annexes and Procedures.

5. Sheriff

- a. Develop and maintain standard operating guidelines for law enforcement operations during emergency and disaster situations.
- b. Provide direction and control for law enforcement operations.
- c. Anticipate resources needed to support law enforcement activities during emergencies, and plan for timely resource request.
- d. Coordinate security for the damaged areas, vital facilities, equipment, staging areas and shelter operations.

e. Assist Communications with the Warning and Notification process for the affected population of any existing or impending emergency / disaster.

f. Coordinate traffic control with State Highway Patrol throughout the county during emergency operations.

g. Function as or designate the official Public Information Officer for law enforcement operations.

h. Provide security for the Emergency Operations Center as needed.

i. Additional duties are also found in the various Annexes and Procedures.

6. Communications Supervisor

a. Establish and maintain the communications network for two-way communications between the EOC and the field emergency response resources.

b. Provide for the dissemination of warning information to emergency response personnel.

c. Coordinate the alert and warning process for the affected population of any existing or impending emergency / disaster.

d. Develop and maintain standard operating guidelines for Communications Center operations during emergency events.

e. Identify radio repair capabilities and maintenance operations for emergency repairs.

f. Additional duties are also found in the various Annexes and Procedures.

7. Municipal Law Enforcement

a. Develop and maintain standard operating guidelines for disaster operations in conjunction with municipal emergency operations plans if provided or in support of the County Emergency Operations Plan.

b. Be aware of local traffic control points for regional evacuations affecting the municipality.

c. Identify local emergency evacuation routes from high hazard areas.

d. Anticipate resources needed to support local law enforcement activity during emergencies and plan for timely resource requests.

- e. Assist in alert and warning of the general public, primarily in their respective jurisdiction.
- f. Provide security of homes, businesses and property in damaged areas.
- g. Assist with initial impact assessment.
- h. Assist with re-entry of evacuees into damaged areas primarily in their respective jurisdiction.
- i. Additional duties are also found in the various Annexes and Procedures.

8. Public Information Officer (PIO)

- a. Develop and maintain standard operating guidelines for public information operations during emergency and disaster operations, including a directory of media outlets.
- b. Maintain current inventories of public information materials to include weather preparedness, family preparedness, etc.
- c. Coordinate all County / Municipal media releases during an emergency situation.
- d. Provide for rumor control, emergency instructions and direct information for the public at the time for the disaster or emergency.
- e. Develop media advisories for the public.
- f. Function as the official spokesperson for the county during emergencies.
- g. Serve in the County EOC during time of emergency activation.
- h. Clear information with the Incident Commander or Chief Executive before releasing any information to the media.
- i. Ensure that all sources of information being received are authenticated and verified for accuracy.
- j. Coordinate media access to the official spokesperson for the county during emergencies.
- k. Additional duties are also found in the various Annexes and Procedures.

9. Fire Marshal or designee

- a. Coordinate county fire fighting resources.

- b. Identify fire service requirements and request mutual aid as required.
- c. Designate staging areas for mutual aid units.
- d. Serve as advisor on hazardous materials incidents.
- e. Additional duties are also found in the various Annexes and Procedures.

10. County Contracted Fire Departments & Rescue Squads

- a. Assist law enforcement with warning and notifying the affected population of an existing or impending emergency.
- b. Plan for coordination of fire fighting activities throughout the county during disasters.
- c. Support rescue operations.
- d. Provide support personnel to assist in traffic control.
- e. Provide response and support operations, including decontamination, during hazardous materials incidents.
- f. Provide fire protection for shelters.
- g. Assist in Search and Rescue operations during emergency / disaster situations.
- h. Identify equipment and manpower limitations and develop mutual aid agreements for the procurement of needed resources during emergency and disaster events.
- i. Assist with debris removal.
- j. Additional duties are also found in the various Annexes and Procedures.

11. Emergency Medical Services

- a. Develop and maintain standard operating guidelines for emergency medical service activities during emergency and disaster situations.
- b. Plan for coordination of ambulance / rescue activities throughout the county during disasters.

- c. Identify equipment and manpower limitations and develop mutual aid agreements for the procurement of needed resources during emergency and disaster events.
- d. Coordinate and direct local volunteer rescue squads to assist where needed.
- e. Coordinate with area hospitals concerning receipt of mass casualties during emergency and disaster events. (Also see Mass Fatalities).
- f. Coordinate with the County Health Director and Social Services Director to determine emergency transportation needs for special needs populations.
- g. Coordinate with Rescue Squad to assist where requested.
- h. Additional duties are also found in the various Annexes and Procedures.

12. Social Services Director

- a. Develop and maintain standard operating guidelines for Social Services operations during emergency / disaster situations.
- b. Coordinate emergency shelter openings with local Red Cross Chapter and Superintendent of Henderson County Schools and Department of Public Health.
- c. Contact medical / health care facilities (e.g. nursing homes, rest homes, etc.) to encourage development of emergency procedures and adequate coordination with appropriate agencies.
- d. Coordinate with the Health Director concerning special needs populations.
- e. Provide training for shelter managers for special needs shelters.
- f. Provide shelter managers for special needs shelters.
- g. Coordinate with Health, Mental Health, and other volunteer / non-volunteer agencies, both public and private to provide support personnel during sheltering.
- h. Coordinate emergency shelter operations with Red Cross personnel.
- i. Additional duties are also found in the various Annexes and Procedures.

13. Health Director

- a. Develop and maintain standard [operating guidelines for emergency public health operations](#) during emergency / disaster situations.
- b. Coordinate health care for [emergency shelters](#), including mass care facilities.
- c. Coordinate with State water supply authorities to expedite emergency public water supply.
- d. Provide continuous health inspections and immunizations when appropriate to evaluate, detect, prevent and control communicable diseases.
- e. Coordinate environmental health activities for waste disposal, refuse, food, water control, insect / vermin control and sanitation.
- f. Coordinate the [identification of special needs populations](#) with the Social Services Director and maintain a current list of those identified.
- g. Provide for inspections of [mass care facilities](#) to assure proper sanitation practices are followed.
- h. Coordinate with the proper authorities to establish a [temporary morgue](#), if necessary, following an emergency / disaster.
- i. Provide a public health nurse at all Disaster Application Centers.
- j. Coordinate with Humane Society and Agricultural Agents for the care of domestic animals and farm animals.
- k. Additional duties are also found in the various [Annexes and Procedures](#).

14. Mental Health Director

- a. Develop and maintain standard operating guidelines for Mental Health operations during emergency / disaster situations.
- b. Coordinate with the [Director of Social Services](#) to provide crisis counseling when necessary during emergency / disaster situations.
- c. Provide crisis-counseling services to professionals and support staff working with emergency response and recovery.
- d. Provide crisis counselors for Disaster Recovery Centers operating following a Presidential Declaration of Disaster.
- e. Provide for 24-hour crisis line during periods of emergency.
- f. Maintain and provide information pertaining to mental health resources that may be utilized during emergencies / disasters.

- g. Additional duties are also found in the various [Ann](#) and [Procedures](#).

15. Finance Officer

- a. Develop and maintain standard operating guidelines for county emergency financial record keeping during emergency / disaster situations.
- b. Assist the [Tax Officer](#) with documentation of disaster damage to county-owned facilities. Be familiar with the [FEMA Equipment rate schedule](#).
- c. Provide county budget information in support of the Governor's request for a Presidential Declaration of Disaster.
- d. Develop financial accounting procedures to assist local agencies in recording and reporting their emergency expenses.
- e. Assist in the establishment and management of post-disaster donated funds.
- f. Additional duties are also found in the various [Annexes and Procedures](#).

16. Damage Assessment Officer / Tax Officer

- a. Develop and maintain standard operating guidelines for county tax operations and records protection during disaster situations.
- b. Coordinate [damage assessment](#) teams conducting field surveys and ensure teams are properly trained and equipped. Ensure that team composition is sufficiently diverse to assess all types of damage within the county.
- c. Collect data, prepare damage assessment reports and forward reports to the [Emergency Management Coordinator](#). (See computer databases for [Business](#), [Residential](#) and [Public entity damage assessment](#)).
- d. Provide property tax information assistance for applicants at Disaster Recovery Centers.
- e. Assist the Emergency Management Coordinator and other county or municipal agency representatives who are conducting [recovery operations](#) in prioritizing repairs and restorations of affected facilities.
- f. Additional duties are also found in the various [Annexes and Procedures](#).

17. Superintendent of Schools

- a. Develop and maintain standard operating guidelines for the safety and protections of students, faculty, and other personnel during emergency situations.
- b. Coordinate evacuation and transportation operations for students during emergency situations.
- c. Provide support personnel, equipment and facilities as necessary (schools, lunch room personnel, maintenance, administrative, etc.) for shelter operations and ensure that checklists and guidance are provided.
- d. Additional duties are also found in the various Annexes and Procedures.

18. Air Operations Manager

- a. Develop and maintain standard operating guidelines for air operations during emergency situations.
- b. Coordinate aircraft operations during and following disaster events.
- c. Provide for the priority clearance of runways at the Area Airport / Airstrips.
- d. Determine capabilities and limitations of the Airport / Airstrip facility to support aviation operations during emergencies.
- e. Coordinate with the FAA regarding the need to restrict air space over the disaster area.
- f. Provide liaison with the National Transportation Safety Board and the FAA in the event of a mass casualty aircraft accident.
- g. Coordinate with military officials in support of disaster-related military flight operations at the airport.
- h. Additional duties are also found in the various Annexes and Procedures.

19. Information Technology Director

- a. Develop and maintain standard operating guidelines for the management of county data processing during emergency / disaster situations.
- b. Provide support for technical assistance with computer equipment, telephone and Information Systems during emergency / disaster activations.

- c. Provide for the protection of computerized vital records during emergency / disaster events.
- d. Additional duties are also found in the various [Annexes and Procedures](#).

20. Amateur Radio Emergency Services

- a. Develop and maintain a list of communication resources that may be used during an emergency / disaster.
- b. Provide a liaison to the Henderson County [Emergency Operations Center](#) during emergency / disaster activations.
- c. Transmit and receive emergency traffic as necessary during emergencies / disasters.
- d. Maintain a message log for all emergency traffic.
- e. Coordinate with other amateur radio operators to establish and support post-disaster emergency communications.
- f. Report communications transmissions to the [Operations Officer](#).
- g. Provide emergency communications at [shelter sites](#) as needed.
- h. Additional duties are also found in the various [Annexes and Procedures](#).

21. Transportation Officer

- a. Develop and maintain standard operating guidelines for transportation operations during large-scale emergencies.
- b. Coordinate requests for vehicles and drivers needed for [evacuation](#).
- c. Coordinate [staging areas](#) with law enforcement and other agencies.
- d. Obtain [additional resources](#) as needed from adjacent jurisdictions.
- e. Additional duties are also found in the various [Annexes and Procedures](#).

22. Department of Transportation

- a. Coordinate with and support law enforcement in establishing evacuation routes and traffic control points.
- b. Advise the Emergency Management Coordinator of roadway conditions and support removal of disabled vehicles or other blocks to evacuations.
- c. Maintain a resource list to identify public and private transportation resources.
- d. Obtain additional transportation resources, as needed from adjacent jurisdictions, the State and private resources.
- e. Additional duties are also found in the various Annexes and Procedures.

23. American Red Cross

- a. ARC, Henderson County Chapter, will provide personnel and services as outlined in their Memorandum of Understanding with Henderson County.
- b. Additional duties are also found in the various Annexes and Procedures.

24. Utilities

- a. Develop and maintain resource lists for manpower and equipment for utilities restoration.
- b. Maintain and protect sources of potable water and sanitary sewage systems from the effects of potential hazards.
- c. Additional duties are also found in the various Annexes and Procedures.

25. Donations Manager / Volunteer Resources Coordinator

- a. Coordinate with other volunteer agencies for the reception of donations, including what types of donations are needed and where these donations should be routed.
- b. Coordinate with other volunteer agencies for the use of emergency volunteers when possible.
- c. Additional duties are also found in the various Annexes and Procedures.

26. Animal Control Officer

- a. Develop and maintain standard operating guidelines or animal control activities during emergency and disaster situations.
- b. During shelter operations, provide for the use of the Animal Control resources to assist people evacuating with domestic animals.
- c. Provide for continuation of animal and rabies control during the disaster period.
- d. Coordinate for the needs of large animals (farm animals), during disaster situations.
- e. Additional duties are also found in the various Annexes and Procedures.

27. Solid Waste Director

- a. Develop and maintain standard operating guidelines for solid waste disposal during an emergency / disaster situation.
- b. Coordinate with all debris removal agencies (public and private contractors) for the disposal of all disaster debris.
- c. Additional duties are also found in the various Annexes and Procedures. (See Public Works Annex).

VII. DIRECTION AND CONTROL

- A. Direction and Control provides for an efficient response to an emergency by coordinating all response and recovery activities through one central location. The Emergency Operations Center (EOC) is the base of operation for all emergency management activities for the county. Members of the Emergency Management organization will be familiar with plans and procedures to cope with an emergency. The Emergency Management Coordinator, or designee will decide whether to activate the EOC. The overall direction and control of emergency activities in a crisis situation is vested with the County Manager.
- B. Upon declaration of an emergency, the County Manager, Emergency Management Coordinator and other designees will operate from the EOC.
- C. Initially, emergency operations will be conducted locally with little or no outside assistance or coordination anticipated.
- D. The senior officers of the emergency service having primary responsibility for the situation will establish on-site direction and control utilizing the National Incident Management System (NIMS).

VIII. CONTINUITY OF GOVERNMENT

A. General

The possibility that emergency and disaster occurrences could disrupt government functions necessitates that all levels of local government departments develop and maintain procedures to ensure continuity of governmental services. These procedures will designate and their decision-makers if an elected official or department head is not available. Nothing herein shall be deemed to control the line of authority established in the Henderson County State of Emergency Ordinance.

B. Line of Succession

1. The line of succession of the County Board of Commissioners proceeds from the Chairman to the Vice Chairman. In the event both the Chairman and Vice Chairman are absent or disabled the remaining three (3) commissioners shall convene by special meeting to determine the confirmed line of succession.
2. Lines of succession for the Emergency Management Coordinator and department / agency heads with emergency responsibilities are shown in the County Continuity of Operations Plan (COOP).

C. Preservation of Vital Records

1. It is the responsibility of the elected officials to ensure that all legal documents of both a public and private nature be protected and preserved in accordance with existing laws, statutes and ordinances.
2. Each department / agency is responsible for the preservation of essential records and plans for the continuity of operations to ensure continued operational capabilities.

D. Relocation of Government

1. The County provides for the relocation of the governing body to the EOC during times of emergency, if necessary.
2. If the primary EOC is determined inoperable, the governing body will relocate to an alternate EOC, as needed.

IX. ADMINISTRATION AND LOGISTICS

A. General

1. The Emergency Services dispatching operations center operates continuously 24 hours per day and is administered by the Henderson County Sheriff.
2. The operational readiness of the EOC is the responsibility of the Emergency Management Coordinator.

B. Records and Reports

1. County / Municipal Governments must maintain records of expenditures and obligations during emergency operations.
 2. Narratives and operational journals of response actions will be kept by each agency with an assigned function during the disaster period.
- C. Consumer Protection**
- Consumer complaints pertaining to alleged unfair or illegal business practices during emergencies will be referred to the State Attorney General's Consumer Protection Division.
- D. Non-Discrimination**
1. There will be no discrimination on grounds of race, color, religion, nationality, sex, age, or economic status in the execution of disaster preparedness or disaster relief and assistance functions.
 2. This policy applies equally to all levels of government, contractors and labor unions.

E. Agreements and Understandings

1. Agreements and understandings must be entered into by duly authorized officials and should be formalized in writing whenever possible prior to emergency situations.
2. Should local government resources prove to be inadequate during emergency operations, requests for assistance will be made to other jurisdictions, higher levels of government, and other agencies in accordance with existing or emergency negotiated mutual aid agreements and understandings. Requests for State and Federal resources must be made through the local Emergency Management Coordinator to the State Emergency Management Western Branch Office. From there, such requests are forwarded to the State EOC.
3. Organizations tasked with responsibilities in the implementation of this plan are responsible for providing their own administrative and logistical needs and for the preparation and maintenance of a resource list for use in carrying out their emergency responsibilities.

X. PLAN DEVELOPMENT AND MAINTENANCE

- A. Each agency of local government is responsible for development of Standard Operating Guidelines in support of this plan.
- B. The County Manager mandates the development and annual review of this plan by all officials involved and will coordinate necessary revision efforts through the Emergency Management Agency. Plan revisions shall include a critique of the actions taken following an event.
- C. This plan shall be exercised annually in lieu of actual response to real emergency events.

When the Emergency Operations Center is open, a much larger media list than normal receives information. There are several emergency contact people at some media outlets. Our first method of contact is always a press release, as this is the method the media outlets prefer and is the quickest method of distribution. By sending to this emergency media e-mail group, everyone receives it at the same time and we don't tie up a phone line on either end. This method worked exceptionally well during Tropical Storm Ivan in September 2004. When the county's server is down and phone lines are down, as we experienced last month during the ice storm, we resort to phone calls. When calling by phone, we try media landline phones first, then cell phone contact numbers. We always contact the Henderson County radio stations first, then WLOS and other television stations, then daily newspapers, then weekly newspapers. This insures that the message gets out in the fastest method possible. If phone lines are down or cell phones not working, we physically drive to the Henderson County radio stations, then to WLOS-TV, then to the Times-News.

Distribution List Name: Media - emergency communications - e-mail

Larry Freeman	WHKP-AM (2 different e-mail addresses)
Richard Waters	WHKP-AM
Glenn Trent	WTZQ-AM

Jeremy Cress	WLOS-TV
Sherrill Barber	WLOS-TV
WLOS-TV news desk	WLOS-TV
Joe Loy	WHNS-TV
WHNS-TV news desk	WHNS-TV
Mary Lu Saylor	WSPA-TV
Alison Storm	WSPA-TV
Kim Deal	WYFF-TV
Jimmy Watt	WYFF-TV

Joel Burgess	Hendersonville Times-News
Todd Callaway	Hendersonville Times-News
Brian Ponder	Asheville Citizen-Times
Kathleen Davis	Pisgah Mountain News
Melissa Strouther-Stout	Pisgah Mountain News
Mark White	Hendersonville Tribune
David Morgan	Hendersonville Tribune
Bob McCarson	La Voz Independiente
Sandra Torres	La Voz Independiente
Paula Roberts	Town Tooter

2-1-1 Center	United Way 2-1-1
Robin Grubb Stickney	United Way 2-1-1
Justin Lane	National Oceanic and Atmospheric Administration
Vince DiCarlo	National Oceanic and Atmospheric Administration
Patrick Tapia	Latino Advocacy Coalition

Eva Ritchey

From: "Eva Ritchey" <elritchey@cytechusa.com>
To: "Joseph Waymack" <josephwaymack@yahoo.com>
Sent: Friday, December 23, 2005 8:15 AM
Subject: Fw: Diebold withdraws, Opportunity for optical scans

----- Original Message -----

From: Eva Ritchey
To: 'LARRY YOUNG' ; Bill Moyer ; Charles Messer ; Chuck McGrady ; Shannon Baldwin
Cc: Joel Burgess/REGIONAL/NYTIMES
Sent: Friday, December 23, 2005 8:11 AM
Subject: Diebold withdraws, Opportunity for optical scans

Dear Commissioners,

Diebold has now withdrawn from the voting machine selection process and new choices will be before us. (See article below.) In September I sent the members of the county BOE a letter briefly outlining the strengths and weaknesses of various voting systems. By far, given criteria of accuracy, confidence, and cost, optical scan machines are the best choice.

Optical scan systems are more accessible, affordable, and more easily audited. Our County could purchase optical scan units and "ballot marking" devices for the disabled for a little less than \$12,000.00 per precinct, all from existing federal funds.[3] These machines will meet all federal and state requirements. The other types of voting machines, called Direct Record Electronic, or DREs (touchscreen or pushbutton) cost at least 3 times more, and will not fully meet the disabled accessibility standards of the Help America Vote Act. [4]

The new law provides enough money to completely pay for optical scan/ballot marking systems for every county. Counties are eligible for up to \$12,000. per precinct plus \$1.00 per registered voter up to \$100K limit. Counties will apply to the NC State Board of Elections for the funding

We do not minimize in our minds the advice of the Verified Voting Foundation (VVF). The VVF published a detailed evaluation of the disability access features of voting systems that provide a voter-verified paper record.

"Our research demonstrates that ballot marking devices – used by disabled voters to mark paper ballots in precinct-count optical scan voting systems – provide the most complete combination of accessibility, accuracy, and verifiability of any voting systems on the market today," said VVF Executive Director Will Doherty. "We urge election administrators to choose a voting system that best meets the right of disabled voters to cast votes privately and independently, as well ensuring the voting system records and counts every vote accurately and securely." [5] (August 3, 2005)

We now have an opportunity to select a system that includes fiscal conservancy and voter accountability in one package.. With optical scan, there is little to argue with in the event of a question because you have the original ballot. Optical scan systems are cheaper to buy and maintain. I am hopeful that you will chose the best system for our county. No one should ever leave a HC voting booth wondering, "Did my vote count?"

Respectfully,

Eva Ritchey

*cc: BOC
Justin
1-3-06*

Sent: Friday, December 23, 2005 1:18 AM
McDowell, Buncombe officials opposing replacement of equipment

Voting machine law burdens counties
 Officials say not enough time, money to buy new equipment
 by Julie Ball, STAFF WRITER
 published December 23, 2005 6:00 am

1/3/06

MARION — McDowell County leaders want to challenge a state decision to de-certify the county's 2-year-old voting machines as the state tries to implement new election laws in North Carolina.

McDowell, Buncombe and counties across North Carolina are struggling to comply with the new law, approved by the N.C. General Assembly earlier this year. The idea behind the law is to boost voter confidence.

"If votes are lost on an electronic machine, we want a paper backup," said state Sen. Martin Nesbitt, D-Buncombe. "And second, we want to make sure no one is entering our machines electronically and making changes. The people are demanding it."

But county officials say the state isn't giving them enough time, money or choices when it comes to selecting new equipment.

The North Carolina Association of County Commissioners on Thursday sent a letter to the governor asking him to convene a special session of the General Assembly to deal with the problems.

The new law, known as the Public Confidence in Elections law, requires the counties using electronic machines to use only machines that provide a paper record that the voter can verify. The law also requires the state to approve vendors that sell machines to counties.

Earlier this month, the state de-certified voting machines in McDowell and other counties, meaning it's illegal to use them after Jan. 1.

"Nobody was meeting the requirements," said Larry Leake, state elections board chairman. "Now, the only alternative is either to comply and buy new equipment that complies with the law or to have an old-fashioned, paper ballot election."

Some counties may be forced to go back to paper ballots and hand counts.

"Many will have no choice," McDowell County Manager Chuck Abernathy said.

The new machines must be in place in time for the May primary, and counties must decide what system they will purchase by Jan. 20.

McDowell officials say they just spent more than half a million dollars buying new machines two years ago. The county replaced its old punch-card system following new federal legislation and the major problems with the 2000 presidential election.

"We were told that the equipment satisfied the laws that were in place at that time," Abernathy said.

Abernathy said McDowell commissioners held a special meeting this week and authorized county staff to work on challenging the decertification of the machines. County leaders also will be sending letters to state lawmakers and North Carolina's governor.

Buncombe County Manager Wanda Greene said she would recommend her county consider similar action.

"Our machines are fine," said Buncombe County Commissioner David Young. "In watching over the taxpayer dollars, there's no need for us to rush out and buy new machines."

Young supports the idea behind the law — creating a paper record that voters can verify when they cast their ballot and that can be used as a backup if there's ever a problem with a machine.

But he and other county officials say they are worried about the potential costs to the county, the time frame set out by the state and the lack of choice when it comes to certified election equipment vendors.

The state certified three vendors to provide voting equipment — Election Systems & Software, Diebold Election Systems and Sequoia Voting Systems. Two have since withdrawn.

Sequoia, which provided Buncombe County's existing electronic machines, withdrew as a potential vendor.

And Diebold also has withdrawn, according to an e-mail sent to county election officials Thursday.

Mark Radke, director of marketing for Diebold Election Systems, said the company couldn't comply with the state's requirement to provide source code and the names of the developers of third-party software like Microsoft used by the company. Radke said the company doesn't control or have access to that information.

Diebold has about 20 customers in the state, he said.

Counties will get some federal dollars to help purchase new machines, but Young and Greene said it probably won't be enough.

Greene said Buncombe County might have to come up with \$2.5 million to \$3 million.

"It isn't a small amount of money, and we're having to come up with in the middle of a budget year," Greene said.

Asheville resident Tom Rightmyer, who has served as a poll assistant in Buncombe County, doesn't think the new machines are needed.

But Rightmyer, who went to a recent demonstration of the machines, said if the county must change its voting system, he would prefer an optional scan system where paper ballots are scanned into a machine and counted.

Leake said the state elections board is simply enforcing the new state law.

"The North Carolina General Assembly has set forth the schedule. The state Board of Elections has no choice in that schedule," he said.

Henderson County had planned to go with Diebold machines, but Elections Director Beverly Cunningham said Thursday she's not sure what the county will do now.

"After the 2000 election in Florida, we knew there would be changes. We have been waiting until the state set the laws on the voting equipment," she said.

Leake said vendors were certified by "a group of technical experts with very stringent requirements."

Counties with optical scanning systems like Haywood County also are looking at new systems.

"Everybody is struggling," said Robert Inman, with the Haywood County Board of Elections.

The Associated Press contributed to this article.

Contact Ball at 232-5851 or

jball@CITIZEN-TIMES.com.

On the Net: www.sboe.state.nc.us

<http://www.citizen-times.com/apps/pbcs.dll/article?AID=/20051223/NEWS01/51222031>

Regards;

Joyce McCloy
Founder, NC Coalition for Verified Voting
336-794-1240
jmc27106@earthlink.net
www.ncvoter.net

EarthLink Revolves Around You.

Eva Ritchey

From: <imc27106@earthlink.net>
To:
Sent: Monday, January 02, 2006 8:46 PM
Subject: HAVA funds, delay in primaries - NCACC actions against Election Law may cause loss of

Is the Catawba County Commissioner Chairman/NCACC President digging the entire state into a hole?

Will the NC Association of County Commissioners cause 100 counties to lose their HAVA funds and miss the primary?

Catawba County Commissioner Chair Kitty Barnes, who is also President of the NCACC is trying to get the Public Confidence in Elections Act repealed or delayed and also get permission for Catawba County to keep it's voting machines .

If she succeeds, her efforts will cost the state up to \$55 Million in federal funding, cause the primaries to be delayed, and cause the state to be in violation of the federal Help America Vote Act mandate.

Ms. Barnes and other officials are basing their efforts on the assumption that Catawba County's machines are HAVA compliant. This is incorrect. She also assumes that voiding the unanimously approved (108 - 0) Public Confidence in Elections Act will alleviate the problems in her county. **It will only make voters mad.**

Catawba County will be looking at voting machines Jan 3 just in case they can't get permission to keep their current voting systems. They have by January 20, 2005 to order new equipment otherwise.

Date of public demo of new voting tabulators under consideration:
 4 until 8 p.m. on Tuesday,
 January 3, 2006
 the auditorium of the main branch of the Catawba County Library,
 115 West C Street in Newton, North Carolina

Meanwhile, The County is suing the State Board of Elections to keep the machines, and state on the county website that the machines are "fully compliant with the Help America Vote Act of 2002 (HAVA) and the Americans with Disabilities Act (ADA) ...and can easily be retrofitted to produce a voter-verifiable paper receipt as stipulated in the new State law. " Catawba had purchased electronic machines called the eSlate made by Hart Intercivic out of Texas.

Are Catawba's voting machines HAVA compliant? NO.

If they meet the 2002 federal qualification standards they are.
 HAVA requires the 2002 certification, according to a recent EAC advisory:
 Section 301(a)(5) reiterates the HAVA requirement that all voting systems must not exceed the error rates given in Section 3.2.1 of the 2002 Voting System Standards.

But are Catawba's machines certified to HAVA required 2002 standards?

NO. Catawba's machines, only meet the **16 year old 1990 federal standards.**
 Catawba bought their new machines in February of **2004**, but no Hart Intercivic machine was certified to 2002 standards until the 6th model in March of **2005**.

Can the eSlate be fitted with a printer?

Maybe. Hart is demonstrating a machine that does have a printer, but the printer is pending federal certification.

*CC: BOC
 Justice
 1-3-06*

Keep in mind that these machines do not have a printer port, that this is not a case of "plug and play" like with a PC. Additionally, will this printer work with the old eSlates, or only with the newer ones?

Will this printer be federally certified to work with the old eSlate or the newest one?

(Vendors have no incentive to pay the extra money to certify new components to older models of their voting systems)

Will Hart Intercivic get the old models of eSlate "tabulator" re-certified to the 2002 federal standards?

Again, this works against the financial interest of the corporation, who would rather sell their new models.

It is likely that Hart is only going to pay the certification fees to certify their latest models, which came out in 2005, to the most recent federal standards.

(Catawba's machines would be 1 of the first 3 of 5 different versions of the eSlate certified to 1990 standards, from 09/18/2003 through 08/02/2004; Hart has certified 3 newer versions to the most current 2002 federal standards.)

Remember, it is HAVA that requires 2002 Federal Certification. You can't stop HAVA.

For previous information about Catawba County's voting machines, including how they failed to listen to the State Board of Election's warning against buying new voting equipment, see this [link](#)

The bottom line, Catawba County's Chairman of Commissioners, Ms. Kitty Barnes, is leading the battle to repeal or delay the Public Confidence in Elections Act, using her position as President of the North Carolina Association of County Commissioners. She further thinks she can persuade the lawmakers to give counties \$20 million more in funding so that they can buy the more expensive but less reliable DRE machines.

If she succeeds, the entire voting machine process will be delayed by months, and

- the entire state will miss the HAVA deadline,
- the state will lose around \$55 Million in HAVA funds , and
- primaries will also be delayed.

Further, if the NCACC succeeds in delaying the Public Confidence in Elections Act, everyone will have to use their own county appropriations to buy the new equipment.

Then, the entire state can thank Ms. Barnes for causing them to lose millions of dollars in federal grant money.

<http://www.triadblogs.com/NCVoter/1394/>

Regards;

Joyce McCloy
 Founder, NC Coalition for Verified Voting
 336-794-1240
jmc27106@earthlink.net
www.ncvoter.net

EarthLink Revolves Around You.

WORKING AGENDA
-January 3, 2006 BOC Meeting-

Presentation Concerning Mud Creek Watershed Protection Project – Diane Silver

DuPont State Forest Resolution – Commissioner McGrady, Justin

Road Public Hearing - Toby

Property Address Number Changes Hearing - Toby

Set Rezoning Hearing for Board of Education Property – Planning Staff

Solid Waste Management Issues – Justin, Gary

Reschedule Feldman Address Hearing - Toby

Reschedule NCDOT Secondary Roads Hearing – Libby, Justin

Pawn Broker Permit - Russ

Hearing for Hendersonville De-ETJ Action – Planning Staff

WHKP Update (Update on Pending Issues) – Selena, Justin, Russ

Sugar Loaf School Property – Commissioner Young

Election Equipment – Carey, Selena, Beverly

LGC Application – Carey

Financial Reports – Carey

Budget Amendments – Carey

Tax Collector's Report – Justin

Modifying Rules for QJ Hearings – Russ

Tuxedo School Property – Justin, Selena

Set Hearing for Hospice Special Use Permit – Planning Staff

7:00 PM PUBLIC HEARING-Property Address Changes

1-3-06

Please
Print:

Name

Mailing Address

- 1.
2. ~~Jackie Nichols~~
3. ~~Debra Stierwalt 1166 N Lake Summit Rd. Zircora~~
- 4.
- 5.

7:00 PM PUBLIC HEARING-New Roads

1. Spring Hollow Lane
2. L Lyda Continental Divide

1-3-06

Please
Print:

Name

Mailing Address

- | | Name | Mailing Address |
|----|-------------------------------|------------------------------------|
| 1. | JOYCE BEDDINGFIELD | 595 FREEMAN LK RD
ZIRCONIA |
| 2. | KAREN JONES | 124 Dogwood Cottage Ln
Zirconia |
| 3. | | |
| 4. | | |
| 5. | | |