



March 25, 2024

**ELECTRONIC DELIVERY TO: ASULKOWSKI@NOBLEENVIRO.COM**

Alex Sulkowski  
Westmoreland Sanitary Landfill  
111 Conner Lane  
Belle Vernon, PA 15012-4519

Re: Proposed Environmental Management System (EMS)  
Westmoreland Sanitary Landfill  
Rostraver Township, Westmoreland County  
Permit I.D. No. 100277  
Enforcement I.D. No. 421388

Dear Alex Sulkowski:

The Department of Environmental Protection (Department) has reviewed the proposed EMS Plan for Westmoreland Sanitary Landfill, which was submitted in accordance with Paragraph 9.b of the November 1, 2023 Consent Order and Agreement (COA). The proposed EMS Plan was received by the Department on December 29, 2023.

The Department has determined the proposed EMS to be deficient in several areas. The revised manual should be comprehensive, actionable and focus on addressing the findings from previous inspections and enforcements. Below is an account of deficiencies identified by the Department that need to be addressed in a revised EMS submission.

1. Revise the Permit Requirement Summary to incorporate additional compliance obligations identified through the Environmental Audit.
2. Create separate tabs within the Permit Requirement Summary for the individual Air Quality items listed within the approved Audit Outline.
3. Add a procedure for creating and maintaining all records of corrective actions taken to ensure compliance (Para 9.b. of COA).
4. Detail systematic procedures for conducting root-cause analysis of any instances of non-compliance related to the SWMA, Clean Streams Law, Air Pollution Control Act/Clean Air Act, and other applicable permits conditions, plan approvals and environmental regulations.
5. Add a procedure for amending and updating the EMS, as necessary, each year for three (3) years from the date of this COA (Para 9.b. of COA). Recommend including an annual review and revision frequency following the 3-year period.

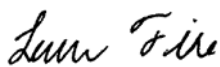
6. Add a procedure for submission of an annual certification that includes an explanation of the cause of any noncompliance, remedial steps taken to address the noncompliance, and a date that compliance was achieved (Para 9.d. of COA). Recommend citing applicable statutory, regulatory, or permit provisions within any references of non-compliance and/or opportunities for improvement, including on the CAPA form.
7. Add the following reports to the “Communications Plan” within the “Working EMS Planning Tool:”
  - Annual Title V compliance certification (25 Pa. Code 127.513)
  - Semiannual Title V monitoring annual compliance certification (25 Pa. Code 127.511(c)(1))
  - Semiannual NSPS Report (Subpart OOO)
  - Semiannual NESHAP Report (Subpart AAAA)
  - Annual Emission Inventory (25 Pa. Code 135.3)
8. Under the “Aspects and Impacts” tab, within the “Working EMS Planning Tool:”
  - Revise cell B9 to ‘Dust emissions resulting from all vehicle traffic and landfill activities.’
  - Revise cell H9 to include controls such as the water and sweeper trucks.
  - Include malodors, lack of daily and intermediate cover on landfill slopes, poor access road conditions, and downed equipment/equipment failure as additional aspects under column B.
9. Include that the deadline to fully implement the EMS is within twelve (12) months from the November 1, 2023 COA, as required by Paragraph 9.b.
10. Include a site description and background narrative that includes acreage, drainage area, working face information, active permits at the Site and a discussion of the existing BMPs onsite.
11. Include a detailed discussion on the precipitation received onsite, drainage areas, modeling and a discussion of problem areas that need to be addressed.
12. Include plans that show the entire site, landfill cells, the working face, haul road, facility entrance, scale access, maintenance areas, proposed new haul road location, and office areas.
13. Propose BMPs to address facility violations and include maps of where the BMPs will be placed. Also include any calculations or justification for why a certain BMP was chosen for the location.
14. Add an assurance that there will be sufficient resources allocated to accomplish the goals and objectives of the EMS Plan.
15. Identify job responsibilities and training requirements for landfill personnel on SPCC protocols, leachate management, mud tracking, odor problems, incident response, and

compliance reporting, to ensure a thorough understanding of procedures and regulatory obligations. Include training schedules for new and existing personnel. Recommend creating an organizational chart and responsibility matrix to be included in EMS Plan.

16. Outline requirements for completing the Daily Activity and Weekly Inspection Reports to ensure the reports accurately reflect current site conditions and any required maintenance actions. These reports should also be added to the "Communications Plan" within the "Working EMS Planning Tool" to ensure they are being communicated internally with leadership.
17. Incorporate a leachate management section that details the use of interim leachate tanks, including procedures for their installation, equalization process, and proper documentation for volume calculations and containment verification.
18. Specify the types of records to be maintained, the format, storage, and duration of record retention.
19. Outline the process for EMS implementation.
20. Revise the EMS Plan to include the signature and/or seal of the independent, third-party EMS Plan consultant.
21. In Appendix B, the "GUIDANCE FOR COMPLETING A CAPA FORM" contains incomplete phrases. Review the document and add the missing phrases in bullet points under Steps 1,2,3 and 5.
22. Correct the typographical error in section 7.1.3.1 and 12.2.1 to change SWL to WSL.

Please provide a revised EMS Plan with these additions within fifteen (15) days of the date of this letter. If you have any questions, please contact me at [lafike@pa.gov](mailto:lafike@pa.gov) or 412.442.4029.

Sincerely,



Lauren Fike  
Compliance Specialist  
Bureau of Waste Management

cc: B. Stewart, Westmoreland Sanitary Landfill ([bstewart@nobleenviro.com](mailto:bstewart@nobleenviro.com))  
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Region