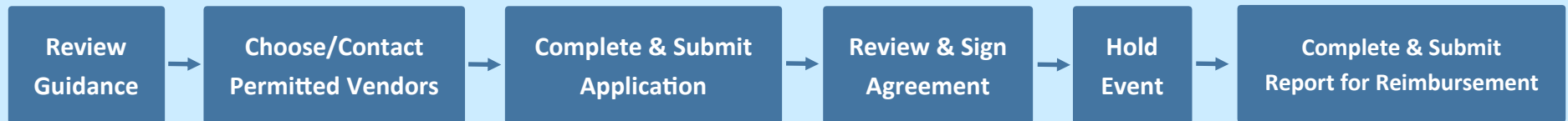


# Local Government Scrap Tire Abatement Reimbursement (STAR) Program Guidelines

## Introduction:

EPD is committed to cleaning up scrap tires in Georgia and encourages local governments to apply to the Local Government Scrap Tire Abatement Reimbursement (STAR) Program. Cities, counties, and solid waste management authorities are eligible for this program that covers the costs of removing, transporting, and processing scrap tires from right-of-way (ROW) cleanups, scrap tire collection (amnesty) events, and local government led scrap tire abatement (tire dump) projects.

## Overview of the STAR Process:



## STAR Program Eligibility:

- The applicant must be a local government (city, county, or solid waste authority).
- The applicant must be in compliance with Georgia Department of Community Affairs' minimum standards under the Georgia Planning Act, legal requirements related to immigration, and the Service Delivery Strategy law: <https://apps.dca.ga.gov/LocalGovStatus/planning.asp>
- Reimbursement is limited to \$75,000 per local government per state fiscal year (July 1 – June 30).
- Reimbursement costs are limited to the cost of transporting and recycling tires.
- Appropriate and necessary safety measures (e.g., personal protective equipment) must be used at all times.
- The scrap tires must have been collected during the local government sponsored event and be located in Georgia.
- Applicants must comply with all applicable procurement and purchasing regulations established pursuant to state law.
- **Applicants must use a permitted tire carrier to transport tires.**
- **Tires must go to a permitted/approved beneficial reuse processor and be recycled.**

# Tire Carriers & Beneficial Reuse Scrap Tire Processors

Before submitting a STAR Program application, you will need to find an EPD permitted tire carrier and processor.

**'Tire Carrier'** means any person engaged in collecting or transporting tires, other than new tires.

**'Scrap Tire Processor'** means any person approved through a permit issued by EPD to receive and process scrap tires.

For the STAR Program, all tires must go to a **Beneficial Reuse Scrap Tire Processor**.

Scrap tire carrier and scrap tire processor are two separate permits. Some companies have both permits, but most only have one or the other.

Tire carrier permit numbers end in **'CR'** and scrap tire processor permit numbers end in **'STP'**.

## How to find permitted vendors:

Current lists of permitted tire carriers and beneficial reuse scrap tire processors may be found on the STAR Program website:

1. Visit: <https://epd.georgia.gov/star-program>
2. Scroll down to the **'Beneficial Reuse of Scrap Tires'** section and click on the links to download lists of [permitted beneficial reuse processors](#) and [permitted tire carriers](#) with their location, contact information, and permit numbers.

Note: You will need the permit numbers of your carrier and processor when filling out your application.

### Questions to ask your tire carrier:

- Are you familiar with the Georgia EPD STAR program?
- What are your inbound freight and flat fuel fees?
- Do you charge any other fees?
- Do you take the tires to a permitted beneficial reuse processor?

***It is your responsibility as an applicant to ensure the tires are recycled.***

### Questions to ask your tire processor:

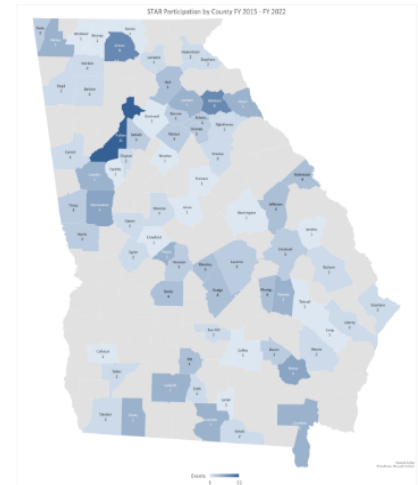
- Are you familiar with the Georgia EPD STAR program?
- What do you do with the tires? Are they recycled?
- What is your rate per ton for tire processing?
- Do you charge any other fees?
- Tell them which tire carrier you are working with.

## Local Government Scrap Tire Abatement Reimbursement

**Notice:** Please note that applications and reports for this program are now only being accepted via email to [epd.star@dnr.ga.gov](mailto:epd.star@dnr.ga.gov).

EPD is committed to cleaning up scrap tires in Georgia and encourages local governments to assist with this effort by applying to the Local Government Scrap Tire Abatement Reimbursement (STAR) Program. Cities, counties, and solid waste management authorities are eligible for this program that covers the costs of removing, transporting, and processing scrap tires cleaned up from scrap tire dumps; removed from city and county right-of-ways; and collected during scrap tire amnesty events.

The program is funded through the Solid Waste Trust Fund, which is itself funded by a fee on the sale of new tires in Georgia. EPD's Recovered Materials Unit administers the STAR program to assist local governments with the safe removal and recycling of scrap tires.



Since the start of the program, 911,459 passenger tire equivalents (PTEs) have been removed and recycled statewide. Local governments have been reimbursed for the costs of removing, transporting, and processing the tires.

### Beneficial Reuse of Scrap Tires

All tires collected through the STAR program must be taken to an permitted or approved **beneficial reuse scrap tire processor** for recycling. Local governments have the option to remove tires collected by the the selected processor or a **permitted tire carrier**. If tires are carried by a company others than a beneficial reuse processor, those tires must be taken to an beneficial reuse processor. It is the responsibility of the local government to maintain manifests that show tires generated at cleanups are recycled.

# Completing a STAR Application

This guide will walk you through filling out an application for a STAR amnesty or right-of-way collection. **The Tire Dump application is very similar, but has a few extra questions.**

Before starting, review the STAR Program guidelines available at: <https://epd.georgia.gov/star-program>

You will also need the rate per ton, inbound freight, and flat fuel charges. Your permitted scrap tire carrier and beneficial reuse processor can provide you with quotes for these costs.

If you have any questions about the application, email: [epd.star@dnr.ga.gov](mailto:epd.star@dnr.ga.gov)

## STAR Review Process:

- It takes up to 90 days for EPD to review an application.
- Ensure that everything on your application is correct and respond to any inquiries.
- You will receive an agreement to review, sign, and return to EPD within 30 days.
- EPD will route your signed agreement to the EPD Director's office for execution.
- Once the agreement has been signed by the Director, it will be returned to you and you may start collecting tires per your right-of-way collection agreement or host your scrap tire collection event.
- **Project activities completed prior to receiving the signed agreement will not be reimbursed.**

## Section I: Contact Information

Completely fill out the requested information.

I. CONTACT INFORMATION		
Government/Authority _____	Project Manager _____	Secondary Contact _____
Federal Tax ID _____	Title _____	Title _____
Mailing Address _____	Email _____	Email _____
City/State/ZIP _____	Phone _____	Phone _____
County _____		

## Section II: Event Information

Enter the name of your event and event dates. Alternate dates are optional. **Note that the beginning of your event needs to be at least 90 days from the date the application is submitted to EPD.**

### II. AMNESTY EVENT INFORMATION

Event Name \_\_\_\_\_ Event Date(s)\* \_\_\_\_\_ Alternate Date(s) \_\_\_\_\_

\*NOTE: Application must be submitted at least 90 days before event begins. If the date changes after execution of the agreement, the awardee must notify EPD in writing of the new date and the reason for the change. If events are more than one week apart, each event must have a separate application and contract.

## Section A: Cost Estimate

This section will estimate the cost of your event. You only need to fill in the cells highlighted in yellow below. The other cells will calculate automatically based on what you enter.

### A. COST ESTIMATE

Enter the estimated number of each type of scrap tire that will be collected:

Type of Tire	Number of Tires
Passenger	0
Truck	0
Large Off-the-Road (OTR)	0

Enter fixed costs (from your tire carrier and/or processor):

Service	Cost
Rate Per Ton	\$ -
Inbound Freight	\$ -
Flat Fuel Charge	\$ -

The values in this table will fill in automatically based on what is entered above:

Type of Tire	Passenger Tire Equivalent (PTE)	Tons of Tires
Passenger	0	0.00
Truck	0	0.00
Large Off-the-Road (OTR)	0	0.00
<i>Total</i>	<b>0</b>	<b>0.00</b>

The total estimated costs will be displayed here:

Estimated Tons	Estimated Processing Cost	Cost per PTE
0.00	\$0.00	\$0.00

### Section A: Cost Estimate

In the first box, enter the estimated number of each type of tire that will be collected at the event.

- **Passenger:** Tires from passenger vehicles
- **Truck:** Tires from tractor-trailers/semi trucks
- **Large Off-the-Road:** Very large tires from farm tractors, construction equipment, etc.

**Enter the estimated number of each type of scrap tire that will be collected:**

Type of Tire	Number of Tires
Passenger	3200
Truck	150
Large Off-the-Road (OTR)	80

### Section A: Cost Estimate

In this box, enter your fixed costs, including the rate per ton, inbound freight, and flat fuel charges.

Your tire carrier and tire processor can provide you with these numbers.

**Enter fixed costs (from your tire carrier and/or processor):**

Service	Cost
Rate Per Ton	\$ 250.00
Inbound Freight	\$ 1,800.00
Flat Fuel Charge	\$ 700.00

### Section A: Cost Estimate

You do not need to enter anything in this section. Everything will calculate automatically based on the numbers entered in the above sections.

The values in this table will fill in automatically based on what is entered above:	Type of Tire	Passenger Tire Equivalent (PTE)	Tons of Tires
	Passenger	3,200	35.96
	Truck	800	8.98
	Large Off-the-Road (OTR)	2,000	22.47
	<i>Total</i>	<b>6,000</b>	<b>67.41</b>

The total estimated costs will be displayed here:	Estimated Tons	Estimated Processing Cost	Cost per PTE
	67.41	\$19,352.53	\$3.23

## Section B: Collection and Storage

List all tire collection and post-event storage sites, and check the appropriate boxes. If you are using a site for both collection and storage, check both boxes.

If your post-event storage site is approved or permitted by EPD to store scrap tires, include the approval/permit number on the application.

If the post-event storage site is not approved or permitted, you will need to include a tire storage letter on city, county, or authority letterhead with your application. You can find more information on tire storage and a template tire storage letter by clicking the green 'Storage' tab at the bottom left corner of the application.

B. COLLECTION AND STORAGE					
List all collection and post-event storage locations:					
Facility Name	Address	City	ZIP	Collection Storage?	Post-Event Storage?
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>

Is the temporary storage site approved or permitted by EPD to store scrap tires?

Yes - List the approval/permit numbers:

No - Sites must be approved or permitted by EPD before the contract is executed OR applicants may submit a Tire Storage Letter. See "Storage" tab below for guidelines.

### What to include in your tire storage letter:

- How will the tires be secured when the site is unattended?
- What are the dimensions of the tire storage area? By regulation, this can be no greater than 10,000 square feet and no higher than 15 feet.
- Is there a 50-foot wide fire lane around the storage area?
- Has the local fire department been notified of the event?
- Will there be open flames within 25 feet of the storage area?
- Will tires be covered and/or treated with an appropriate pesticide to prevent mosquito infestations?
- In case of fire or other emergency, will steps be taken to prevent runoff from the tire storage area?

### Example Tire Storage Letter Statement (must be on city, county, or authority letterhead)

Local Government will hold a scrap tire amnesty event for residents on 4/21/2023. The tires collected will be temporarily stored at the city Public Works Department, 123 Main Street, City, GA under a covered structure within a fenced area that is locked during non-business hours. The local fire department has evaluated the proposed storage area and will be notified upon approval. There will be a 50-foot fire lane around the perimeter of the scrap tire storage area to allow fire department access in case of an emergency. There will be no open flames allowed within 25 feet of the scrap tire storage area. In case of an emergency, such as a fire, all necessary steps will be taken to prevent any runoff from the tire storage area.

## Section C: Tire Carriers and Processors

In this section, enter the permitted tire carrier and beneficial reuse scrap tire processor you will be using. Current lists of permitted carriers and processors with their permit numbers are available on the STAR Program Website: <https://epd.georgia.gov/star-program>

**You must list both a tire carrier and a beneficial reuse scrap tire processor with their correct permit numbers.**

Local governments can act as the tire carrier for their event; no permit number is needed. ([See Rule 391-3-4-.19 Scrap and Used Tire Management](#))

Some vendors have both a carrier and a processor permit. If you are using the same vendor as both your carrier and processor, list the vendor in both the carrier and processor section.

Tire carrier permit numbers end in 'CR' and scrap tire processor permit numbers end in 'STP'.

C. CARRIERS AND PROCESSORS		
List the tire carrier(s) you plan to use and their permit number(s).*		
	Name	Permit Number
Carrier		
Carrier		
List the beneficial reuse scrap tire processor(s) you plan to use and their permit number(s).*		
	Name	Permit Number
Processor		
Processor		

## Tire Carriers and Processors Lists

Below are screenshots of the permitted tire carrier and beneficial reuse scrap tire processor lists from <https://epd.georgia.gov/star-program>. The permit number/processor ID and vendor name on your application must match these lists.

### Carriers

County	Permit #	Name
Appling	001-392197-CR	Aggressive Tire Solutions, LLC
Bacon	003-004-CR	D.B. Scott
Baldwin	005-392303-CR	Edgar & Co Farm, LLC
Banks	006-334370-CR	Metro Site, Inc.
Barrow	007-005-CR	Prickett's Company
Barrow	007-370206-CR	Tire Traxx USA
Barrow	007-388078-CR	M & A Tire Recycling
Bartow	008-001-CR	Self Recycling, Inc.
Bartow	008-004-CR	North Georgia Tire, Inc.
Bartow	008-329568-CR	Best Drive LLC

### Processors

Processor ID	Company
018-002-STP	Quality Tire Recycling, Inc.
057-001-STP	OTR Wheel Engineering/Green Carbon
060-005-STP	Liberty Tire Recycling
064-001-STP	Liberty Tire Recycling
076-001-STP	CEMEX
Approved Scrap Tire Processors with Beneficial Reuse: Outside	
Processor ID	Company
160-033-STP	CEMEX Southeast, LLC
160-034-STP	Gensco Aircraft Tires
160-012-STP	CEMEX, Inc.
160-014-STP	Wheelabrator Ridge Energy, Inc.



## Sections III and IV: Acknowledgements and Authorization

Read through the acknowledgements section and check the appropriate boxes. **This section is different for the Tire dump application and requests additional information to be submitted.**

Sign the application electronically or you may print it out, sign, and submit the scanned application.

III. ACKNOWLEDGEMENTS			
	YES	NO	N/A
Permitted tire carriers and permitted beneficial reuse scrap tire processors will be used.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Procurement of contractors will follow current city/county procurement policy.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appropriate safety measures will be taken while performing scrap tire abatement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Liability waivers will be completed for volunteers, if applicable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If there are any changes in the project after the execution of the agreement, awardee will notify EPD in writing (e.g., estimated cost of project, event date, location of temporary storage/collection sites, carriers/processors).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To the best of your ability, scrap tires will not be collected from businesses that generate scrap tires (e.g., retail tire dealers).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
While awaiting transport to a scrap tire processor, tires will be stored in a manner that is protective of human health and the environment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All scrap tires collected during the event will be removed within 30 days of event date.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Final report, reimbursement request, and other required documents will be submitted to EPD within 90 days of event date.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## IV. AUTHORIZATION

*I, the undersigned authorized representative, certify that to the best of my knowledge, the information contained herein is true and correct.*

Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Address \_\_\_\_\_  
 City/State \_\_\_\_\_  
 ZIP \_\_\_\_\_

Date \_\_\_\_\_  
 Signature  \_\_\_\_\_



To use the e-sign feature:

1. Save this document to your computer;
2. Click on 'View Signatures' at the top;
3. Click the down-arrow next to 'Signer 1' in the pop-up window at the right;
4. Click 'Sign' and type your signature in the box

## Submitting Your Application

Once your application has been completely filled out, submit it along with any other required documents (such as a tire storage letter) to: [epd.star@dnr.ga.gov](mailto:epd.star@dnr.ga.gov)

Please include the local government name in the subject line.

Make sure to submit the application at least 90 days before your event to allow time for processing.