



Residential Refuse & Recycling Guidelines

General Information

Carts for Automated Collection: The City provides each residence with two (2) 64-gallon carts; one for refuse and one for recycling. Weekly curbside collection will be provided using the City's carts only. Cart serial numbers are recorded for inventory control. Carts remain the property of the City and may not be removed from the residence. If you move or sell your house, the cart must remain at the current location. Lost or stolen carts may become the property owner's responsibility.

Day of Collection: Refuse & recycling is collected Tuesday through Friday, 52 weeks a year, including all holidays.

Time of Collection: It is the obligation of the resident to place containers properly to the curb no sooner than 12:00 noon on the day preceding the collection and to remove the containers by 12:00 midnight on the day of collection. Carts must be placed to the curb by 6:00 a.m. on the day of collection.

Container Placement: Place carts within 3' of the curb and at least 3' apart, with the wheels facing your house. Do not place carts near trees, mailboxes or other fixed objects.

Cart Care: Cart care is the resident's responsibility. Defective carts will be replaced under warranty.

Refuse Collection

A 64-gallon can with a black lid is provided to each residence for garbage and refuse. Only carts provided by the City can be used for weekly collection. Trash must be bagged before placing in refuse cart.

Materials NOT permitted in cart:

- Hazardous, toxic or infectious wastes
- Explosives or flammables
- Wet paint
- Hot ashes
- Large car parts, tires, batteries, etc.
- Brush, grass clippings or other yard waste
- Motor oil, waste oil
- Bricks, rocks, concrete, dirt
- Appliances containing refrigerants
- Any material prohibited by State or Federal law from being landfilled
- No recyclable materials after July 1, 2015

Additional Carts: A second 64-gallon cart is available upon request. Effective January 1, 2015, the monthly fee to service one cart is \$7.50; two carts are \$11.25.

Courtesy Collection: Courtesy collection is available for elderly or infirm residents. Persons needing courtesy collection must contact the Public Works Department at 775-7218.

Recycling Collection

A 64-gallon cart with a blue lid is provided to each residence for recyclable materials. Place recyclables loose and un-bagged in recycling cart. **NO SORTING REQUIRED!**

Acceptable items:

- **Plastic:** #1-#7 food, beverage, detergent & soap containers including plastic lids
- **Carton Containers:** milk, juice (no pouches), wine, soup, creamer, etc.
- **Aluminum, Steel & Bi-metal:** food & beverage cans & lids (cans opened with a can opener or pull-top ring)
- **Glass:** food & beverage containers

- **Mixed Paper:** including newspaper & inserts, magazines, junk mail, phonebooks, boxboard, paper bags & paper towel & toilet paper tubes
- **Cardboard:** emptied & broken down.

Empty and rinse all containers and flatten all boxes. Flatten plastic containers placing lids on or inside flattened containers. Do not jam items into cart or overstuff containers.

Additional Services

LARGE TRASH COLLECTION SERVICE: Trash which exceeds the allowable volumes set forth in Section 925.06 of the Codified Ordinances shall be collected according to a schedule published by the City. Residents desiring large trash collection services shall make an appointment for a pickup. Appointments must be scheduled by noon on the Friday prior to the week of the pickup. Each residential property shall be entitled to two (2) scheduled free large trash collections per year of up to four (4) cubic yards each. Trash shall be placed in such a way as to be readily loaded by the refuse collectors. Refuse greater than 4 cubic yards or where the nature of the refuse is such that loading by hand is impractical, the homeowner may be required, at the option of the City, to pay for the use of a temporary dumpster.

The City will collect up to 4 cubic yards (12' long x 3' wide x 3' high) at no charge; each additional yard will be \$12.00. The number of large pickups is limited and appointments are made on a "first come – first served" basis. Refuse must be placed in a way that it can be readily loaded by the refuse crew. This means that small items or loose refuse needs to be bagged, bundled or otherwise put in containers. Materials prohibited from regular collection are also prohibited in special collections.

When the resident schedules a special collection, they are informed verbally and in a letter that the special pickup is limited to 4 cubic yards. To the practical extent, the City will collect all refuse put out. If the amount of refuse placed is substantially more than 4 cubic yards, a picture will be taken and submitted to the Public Works office for billing.

UNSCHEDULED LARGE TRASH COLLECTIONS: Large trash items placed for collection where a large trash collection has not been scheduled may, at the option of the City, be collected, and the resident or homeowner shall then be billed \$50.00 or \$18.00 per cubic yard, whichever is greater.

TEMPORARY DUMPSTER SERVICE: Temporary 6-yard dumpsters may be requested by business, industrial or residential customers. Temporary dumpsters will be provided subject to availability and provided that the City can deliver, service and remove the dumpster without damage to trees, buildings and overhead wires. Dumpsters must be placed on an improved, hard and level surface such as gravel, asphalt or concrete. Persons ordering a temporary dumpster are required to pay in advance for the dumpster at the Public Works office located at 85 S. Main St. Dumpsters are only delivered and picked up on Wednesday's. Temporary dumpster service is suspended during the last two weeks of May each year.

Charges for temporary dumpsters are as follows: Delivery and collection of a dumpster for a one week period is \$75.00. Additional pickups are \$37.50 each. Use of dumpster for an additional week is \$30.00. Temporary dumpsters set at a customer's site are limited to a maximum of 3 weeks. The dumpster will be picked up by the City at the end of the prescribed time. The City will make a single attempt to deliver the dumpster. A fee may be charged if the dumpster cannot be set or removed due to actions of the customer (e.g. cars in the way).

YARD WASTE: Yard waste shall not be placed in containers with household refuse. The City collects bagged yard waste on Monday mornings during the growing season by appointment only. Residents must place yard waste in biodegradable paper 'lawn and leaf' bags or biodegradable plastic yard waste bags. This requirement does not apply to brush or fall curbside leaf collection. At other times, leaves shall be treated as yard waste. Plastic yard waste bags must be clearly marked "biodegradable" by the manufacturer. Please do not use grocery store bags or other bags not designed for this purpose. Paper 'lawn and leaf' bags and biodegradable plastic bags can be incorporated directly into the compost. This will increase efficiency and also help the City to produce higher quality compost. Bagged yard waste should not exceed 30 pounds. Residents must purchase yard waste tags (\$1.00 each) from the Utility Office at 69 South Main St., attach those tags to the 'lawn and leaf' bags and schedule a pick up by calling the Public Works Department at 775-7218.

BRUSH COLLECTION: Brush is collected one month in the spring and one month in the fall. Dates will be announced.

LEAVES: Curbside leaf collection begins after the fall brush collection ends and continues until a majority of the leaves are picked up or until we get a substantial snowfall. Please rake leaves to the curb lawn only; do not rake leaves into the street.

If you do receive a violation tag, please take the time to find out why. Your cooperation is very important in this effort and will be greatly appreciated. We are also interested in your comments or suggestions to improve services. For questions regarding this program or to schedule a pickup, please call the Public Works Department at 775-7218.