

**MUNICIPAL RECYCLING AND REFUSE COLLECTION PLAN**  
**CITY OF LANCASTER**

**INTRODUCTION**

This Municipal Recycling and Refuse Collection Plan is presented for consideration by Lancaster City Council (City) in compliance with the Lancaster County Municipal Waste Management Plan of 1999. It sets forth general recycling and refuse collection program (Program) criteria to guide the City through the implementation of the Program.

**I. TYPE OF PROGRAM**

The City's Program will mandate the Source-Separation and collection of Designated Recyclable Materials and Refuse. This mandate will be established through a Municipal Solid Waste and Recyclable Materials Management Ordinance.

**II. RECYCLABLE MATERIALS TO BE SOURCE-SEPARATED BY RESIDENTIAL UNITS**

- |                  |   |
|------------------|---|
| 1. Clear Glass   | 6. Newsprint                              |
| 2. Colored Glass | 7. White Goods (Large Appliances)         |
| 3. Aluminum Cans | 8. Tires                                  |
| 4. Steel Cans    | 9. Yard Waste, Leaves, Christmas<br>Trees |
| 5. Plastics      | 10. Household Hazardous Waste             |

**III. COLLECTION OF MATERIALS**

The City will assure the collection of both Refuse and Recyclable Materials identified as #1 - #6 above through a Contract.

1. The City will publicly bid for combined Refuse and Recyclable Materials Collection.
2. One hauler (Contractor) will be awarded a Contract to serve all Residential Units and Multi-Family dwellings with four (4) or less Units per building.
3. Refuse and Recyclable Materials (#1 - #6) will be collected on the **same** day each week. (Collection will occur on as many days each week that are required to serve the entire City.)
4. The City will collect yard Waste twice annually between April 1 and October 15 on dates to be announced by the City. The City will collect leaves twice each month between October 15 and December 15 on dates that coincide with the City's street sweeping schedule.
5. White Goods, Tires, large furniture or other bulky items, and construction debris will not be collected under the Contract, but may be collected by Permitted Haulers authorized to provide service in the City.
6. Residents may include cardboard with other refuse left for collection.
7. Residents will continue to deliver their own Hazardous Household Materials (paint cans containing liquid paint, batteries, fluorescent light bulbs, etc.) to the Lancaster County Solid Waste Management Facility for disposal.

8. Owners, Managers and/or Landlords of Multi-Family Dwellings of five (5) or more Units as well as Commercial and other Non-Residential Units will be required to either: arrange with a Permitted Hauler to serve their facilities, provide collection services themselves, or request participation in the City's Program through an "opt-in" provision. Residential Units needing additional collection services may arrange with state licensed haulers to collect Waste not covered under the City's program.

**IV. Specifications for COLLECTION SERVICES WILL INCLUDE:**

1. 5-year Contract, with 2 one-year optional extensions.
2. Once per week curbside collection services.
3. Street collection and City-owned alley collection (no private alleys).
4. Six (6) Refuse Bag (typical 35 gallon trash bag) limit per Residential Unit per week. Bags or trash receptacles can be placed for collection.
5. Unlimited Recyclables.
6. Non-Processable Refuse (bulky waste) collection service by Permitted Haulers.

**V. PROGRAM FEES**

1. The City will invoice the **property owner** of each Residential Unit for the cost of the Program.
2. The City will offer an annual prepay discount for all participants.
3. Consideration will be given to providing property owners aged 65 and over with a discounted fee.
4. The City will pay the Contractor for collection services and LCSWMA for tipping fees for all Refuse collected under the Contract and delivered to LCSWMA.

**VI. RECYCLABLE MATERIAL PREPARATION**

The following Recyclable Materials will be commingled: Clear Glass, Colored Glass, Aluminum Cans, Steel Cans, and Plastics. Commingled Recyclable Materials will be placed in a Recycling Container provided to each Residential Unit by the City. Newsprint will be bundled or bagged and placed on top of or next to the Recycling Container. The Contractor will be responsible for marketing Commingled Recyclable Materials and Newsprint.

**VII. PUBLICITY AND PUBLIC EDUCATION**

The City shall develop and implement a Public Education Program to provide information about the Program. Educational materials will be distributed to each Residential Unit. Publicity will include preparation and distribution of Program information to all Residential Units prior to the start of the collection schedule. The Contractor will be required to cooperate with all public education activities.

**VIII. RECORD KEEPING AND REPORTING PROCEDURES**

The Contractor is responsible for submitting to the City a monthly report on a form provided by the City. The report form will include information relating to the monthly weights of collected Refuse and Recyclable Materials. The Contractor must also manifest Refuse and Recyclable Materials according to LCSWMA Rules and Regulations.

**IX. PROVISIONS FOR ENFORCEMENT AND COMPLIANCE**

The City shall enforce such ordinances and rules and regulations that may be enacted governing the collection of Regulated Municipal Waste and Recyclable Materials. The Contractor will be required to cooperate with all enforcement activities.

**X. 2006 IMPLEMENTATION TIME SCHEDULE**

<b><u>ACTIVITY</u></b>	<b><u>COMPLETED BY</u></b>
▪ Public Works Committee reviews draft plan & schedules hearing	May 2
▪ Public Hearing to present draft City Refuse & Recycling Plan	May 10
▪ Council Votes on City Refuse & Recycling Plan and Bid Authorization	May 23
▪ If Approved, Bid Distribution and Pre-Bid Meeting for Haulers	May 24
▪ Preparation of Educational Materials, Development of Customer List	May/June
▪ Open Bids	June 26
▪ Award Bid	July 11
▪ First Reading of Municipal Waste Management Ordinance	July 11
▪ Second Reading of Municipal Waste Management Ordinance	July 27
▪ If adopted, Mail Program Details & Educational Materials	August
▪ Invoice Property Owners for 1 <sup>st</sup> Quarter Service	September
▪ City Refuse & Recycling Program Begins	October 2, 2006