



# In The Works...

A Department of Public Works Update

[www.cityofmenasha-wi.gov](http://www.cityofmenasha-wi.gov)

Fall 2015

## Baldwin Street Facility

### Public Works Facility Usage

Residents using the Public Works Facility need to follow several basic rules.

- Be prepared to identify yourselves or the property where the material is coming from.
- Be courteous and alert, trucks and machinery are constantly in use by employees.
- Speed should not exceed five (5) miles per hour.
- Place material in proper areas.
- If you aren't sure if the material can be collected at the facility, stop at the office and ask.
- If you witness violators, notify the office with the license number.
- Violators will be prosecuted.

Communities have closed their drop off sites due to violators causing unmanageable disposal costs.

### Tire Disposal

The Public Works Facility accepts tires with rims removed during normal operating hours. Please note that tires will not be collected at the curb. The following fees apply.

Car tires (16" or smaller): \$3.00      Truck tires: \$5.00      Tractor tires: \$7.00      Bike tires: No Charge

### Freon Appliances and Microwaves

All Freon-based appliances, (refrigerators, freezers, air conditioners, dehumidifiers, etc.) and microwaves require a disposal permit which is \$15.00 each. Permits can be purchased at City Hall or the Public Works Facility. The appliances can be collected curbside with the permit and a collection sticker.

#### **Public Works Facility**

455 Baldwin Street  
Telephone (920) 967-3620  
Fax (920) 967-5270

#### **Year Round Office Hours**

Monday – Friday  
7:00 am until 3:00 pm

#### **Recycle Center Hours**

Daily 6:00 am – 8:00 pm

#### **Extended Summer Yard Hours**

April 25, 2015 - November 25, 2015  
Monday - Friday, 7:00 am - 5:00 pm  
Saturday, 8:00 am - 1:00 pm

#### **Winter Yard Hours**

November 28, 2015 - April 23, 2016  
Monday – Friday, 7:00 am - 3:00 pm

THE PUBLIC WORKS FACILITY IS OPEN TO CITY OF MENASHA RESIDENTS FOR DISPOSAL OF YARDWASTE AND RECYCLABLE ITEMS ONLY.

REFUSE, TRASH AND GARBAGE MUST BE STICKERED APPROPRIATELY FOR COLLECTION CURBSIDE ON A REGULAR REFUSE COLLECTION DAY.

#### **DUMPSTER RENTALS**

The city has a dumpster rental program for residents. Dumpsters are 2 cubic yards, available for limited periods of time, and can be used for remodeling projects, cleaning, and moving. Current rental fees are \$45 per dump and handled at the Public Works Facility.

# Curbside Service

## AUTOMATED REFUSE COLLECTION

To help the automated refuse truck operators be most effective, the following guidelines have been established:

- Carts must be curbside for pickup by 7:00 am (**carts can be placed at curb after 4 pm the prior day**).
- Refuse carts need to be placed five (5) feet from obstructions (other carts, trees, poles, recycling or overflow bags, bulky items, mailboxes, etc.).
- Place refuse cart so the arrows on the lid point toward the street.
- Refuse carts containing recyclable items will not be emptied.
- Do not place refuse carts on snow banks.
- Lids need to be closed.
- Metal item(s) must be stickered as bulky/overflow collection items or brought to our scrap metal collection site.

## OVERFLOW/BULKY ITEMS DISPOSAL PROGRAM

Menasha residents have done very well with this program. To be cost effective, a city ordinance was established to standardize the level of service for one (1) to four (4) dwelling units, up to 64 gallons of refuse collection per unit per week. An upgrade to a 96-gallon cart is available for families regularly exceeding the standard volume at a cost of \$1.00 per week. Any refuse outside of the cart with an appropriate sticker attached will be picked up on garbage day.

Each household is provided five (5) bulky/overflow stickers per year; the stickers are delivered to your home with other yearly information in the month of December. Additional stickers may be purchased at City Hall or the Public Works Facility. The cost of each **overflow sticker** for a single (less than 33 gallons or 30 pounds) bag outside of cart is \$1.00. **Bulky item stickers** (such as couch, stove, table, etc.) cost \$15.00 each.

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## Fall Leaf Collection Schedule

Leaf collection will begin Monday, October 12, 2015 and end Wednesday, November 25, 2015. City crews will be in your neighborhood multiple times to vacuum loose leaves.

**Heavy volume may cause crews to fall behind schedule, but we will proceed in sequence through the entire city.**

- **No bagged leaves will be collected in the fall.**
- **Place leaves loose on the terrace, *not* on the street.**
- Your cooperation will reduce street drainage problems and inlet clogging.
- Grass clippings and garden stalks must be shorter than 12 inches in length.
- Separate leaves from branches and limbs. Branch and limb collection is the first full work week of every month on your regular refuse collection day (see *Yearly Branch & Limb Collection Program* article).



In the event of an early snowfall or not getting your leaves out to the terrace prior to the last collection in your neighborhood; the city has a drop-off site located at the Public Works Facility on Baldwin Street. Starting November 30th, hours for the drop-off site will change to 7:00 a.m. to 3:00 p.m., Monday through Friday only. Extended hours resume after the 2016 Spring Clean-Up.

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## Branch & Limb Collection Program

Public Works crews will chip branches and limbs curbside **the first full week of each month year round on your regular refuse collection day**. **Holidays do not change this schedule.** Collection weeks are referenced on the calendar (with an arrow) in this newsletter. Between scheduled collection periods, residents may also bring branches, limbs and yardwaste to the drop-off site at the Public Works Facility, contract with the Public Works Department, or a private contractor for disposal. **Private contractors are responsible for disposing of the brush they cut.** Please follow these instructions for curbside branch & limb collection and placement:

- Place branches & limbs at the curb in loose piles, not bundled, with all cut ends in the same direction.
  - Branches and limbs may not exceed 18 inches in diameter, must be greater than 1 foot in length, and have no root ball attached.
  - Longer lengths are easier and safer to handle.
  - Twigs & miscellaneous cuttings that can fit in a bag must be dropped off at the Public Works Facility.
  - The city will not collect branches & limbs resulting from the clearance of a parcel for construction.
  - **Branches & limbs may not be placed at the curb more than 48 hours prior to your collection day.**
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# Curbside Service

2015-2016 Holiday Refuse Collection Schedule	
<i>If your regular collection day is:→</i>	<i>Your holiday collection day will be:</i>
<b>Labor Day 2015</b>	
Monday, September 7→	Tuesday, September 8
<b>Thanksgiving 2015</b>	
Thursday, November 26→	Wednesday, November 25
Friday, November 27→	Monday, November 30
<b>Christmas 2015</b>	
Thursday, December 24→	Wednesday, December 23
Friday, December 25→	Monday, December 28
<b>New Year's Day 2016</b>	
Friday, January 1→	Monday, January 4
<b>Memorial Day 2016</b>	
Monday, May 30→	Tuesday, May 31
<b>Independence Day 2016</b>	
Monday, July 4→	Tuesday, July 5

## SINGLE STREAM RECYCLING

-  **RECYCLABLE CONTAINERS INCLUDE:** Bakery, dairy, deli, carry-out containers, pre-packaged lunch meat containers, produce containers & lids! Milk, juice and soup cartons!
-  **PLASTIC BAGS OF ANY COLOR OR TYPE ARE NOT ALLOWED IN THE RECYCLING STREAM.** Recycle plastic bags at participating retail locations.
-  **PLACE SHREDED PAPER IN A PAPER BAG AND STAPLE SHUT.**
-  **CO-MINGLE PAPER PRODUCTS, GLASS, ALUMINUM, TIN, PLASTIC HOUSEHOLD CONTAINERS.** Keep it Clean: empty and rinse all bottles and containers to remove food and liquid. Remove and discard plastic lids, no need to remove labels, recycle metal lids.
-  **IF YOUR RECYCLABLE MATERIAL EXCEEDS THE STANDARD 96-GALLON CONTAINER, ADDITIONAL CONTAINERS THAT DO NOT EXCEED A 50# WEIGHT LIMIT AND HAVE EXTERNAL HANDLES CAN BE USED FOR OVERFLOW RECYCLABLES. A RECYCLING LABEL TO IDENTIFY THE CONTAINER IS AVAILABLE FROM OUR OFFICE AT NO CHARGE.**
-  **USE THE RECYCLING CENTER FOR ADDITIONAL RECYCLING AND LARGE CARDBOARD (which does not need to be broken down). RECYCLING CENTER HOURS DAILY 6:00am - 8:00pm.**

## Menasha Recycling Program

Residential recyclables are collected curbside once per month on your regular refuse collection day. Refer to the map & calendar included with this newsletter or visit our website to find your recycling collection schedule.

## RECYCLE THESE PAPER PRODUCTS:

- newspapers and paper grocery bags
- magazines, catalogs, paperbacks printing/writing paper and phone books
- corrugated cardboard (with wavy inside)
- chipboard/fiberboard (cereal boxes, beverage boxes, etc.)
- junk mail, solicitations, advertisements, etc.)
- **NEW 2015 ADDITION:** Hard cover books
- **NEW 2015 ADDITION:** Milk, juice & soup cartons



## RECYCLE THESE CONTAINERS:

- aluminum, empty aerosol (caps & nozzle removed), tin cans (labels & lids can be left on)
- glass bottles & jars (any color) – **REMOVE and DISPOSE OF PLASTIC SCREW CAPS**
- household plastic containers and lid

## KEEP IT CLEAN:

- Rinse your cans/bottles to remove food & liquid.

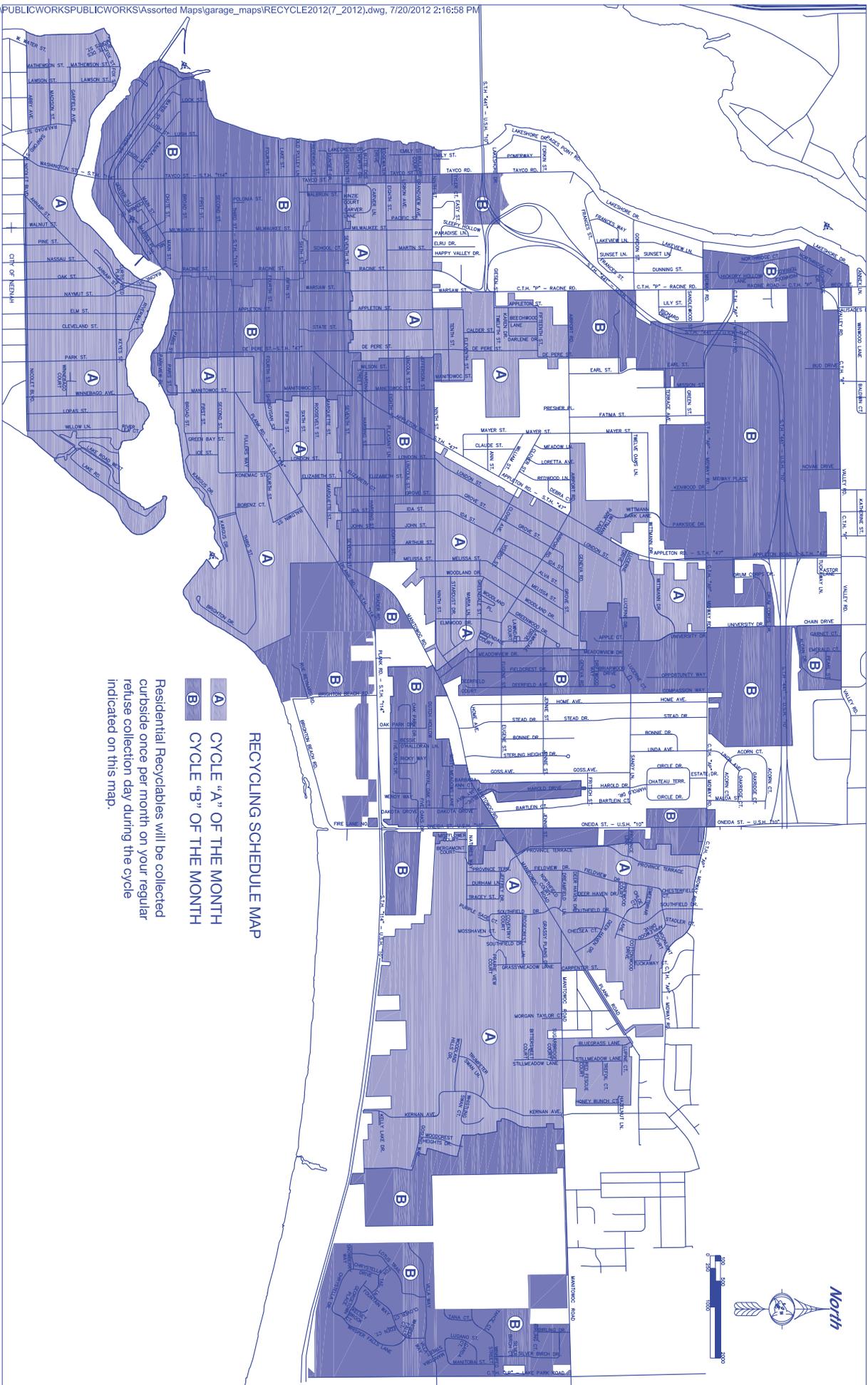
## THROW THESE ITEMS AWAY:

- paper plates, napkins, paper with food on it, and pizza boxes
- waxed paper or waxed boxes
- aluminum foil, Styrofoam
- plastic toys, baskets, bags, totes
- plastic planters, pots, buckets, tables, and chairs
- plastic motor or vegetable oil bottles
- plastic screw-on caps from jars and bottles
- window glass, ceramics, drinking glasses, mirrors, and light bulbs
- vinyl siding, empty paint cans



**KEEP ITEMS OUT OF THE LANDFILL, BE KIND TO THE ENVIRONMENT AND RECYCLE CURBSIDE OR AT THE RECYCLE CENTER.**

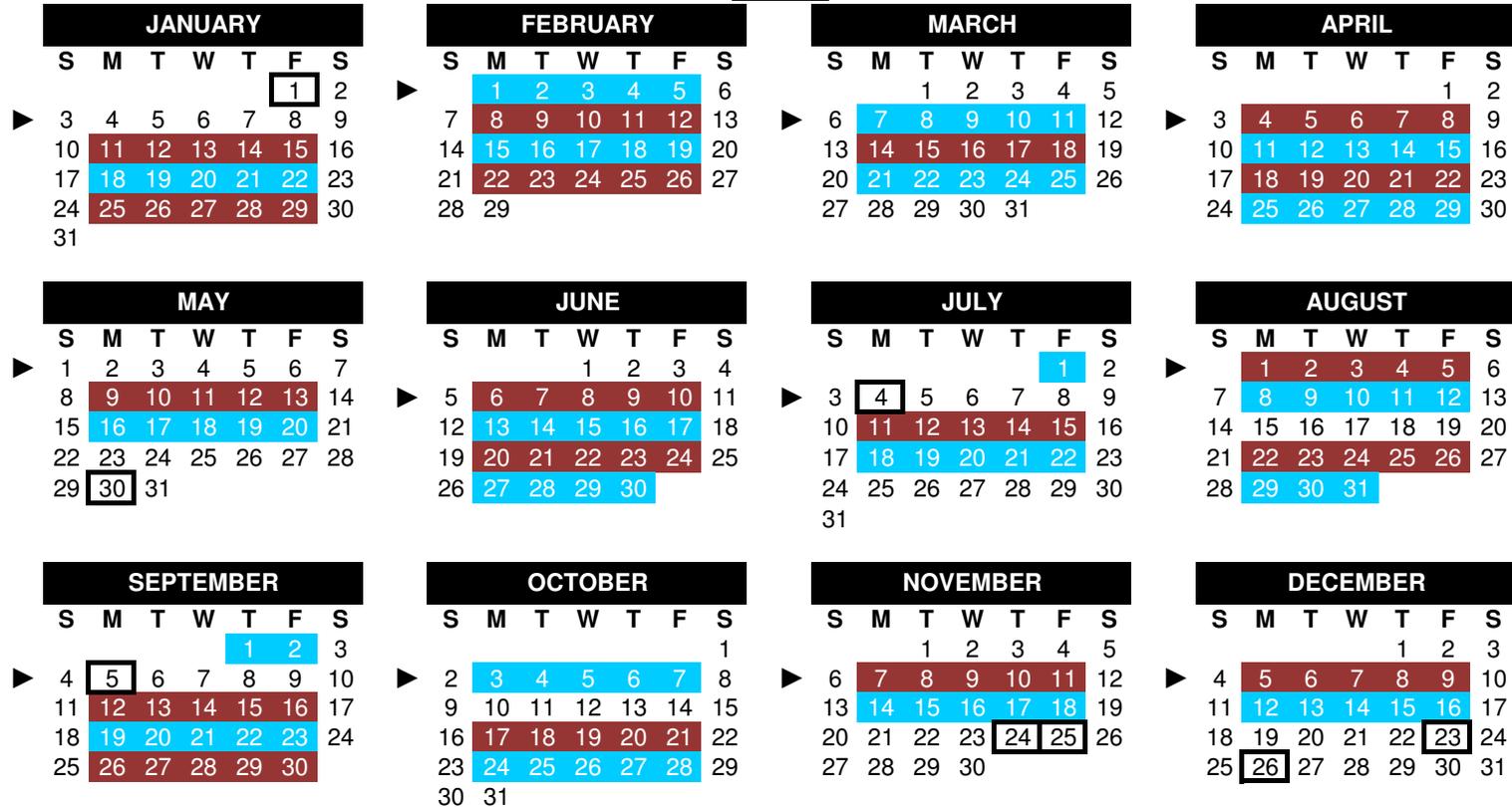




# 2016 YEAR AT-A-GLANCE CYCLE A and CYCLE B SCHEDULES

Please Save for Future Use

## 2016



▶ Denotes brush collection week.  Denotes a holiday.

CYCLE A  
 CYCLE B

**NOTE:** \*\*Recycling collection schedules are adjusted to help avoid holiday conflicts.  
\*\*Recycling is collected 18 times during the year - this is a 50% increase in collection.  
\*\*Holidays do not change the brush collection schedule.

# Offsite Disposal Options

## Used Oil Filters & Absorbents Landfill Ban January 1, 2011

- 2009 Wisconsin Act 86 bans the disposal of used oil filters and absorbents in Wisconsin landfills. Waste oil filters and absorbents cannot be disposed of in your refuse container and cannot be recycled at the City of Menasha Recycling Center.
- Filters and absorbents can be brought to the Winnebago County Solid Waste/Recycling Transfer Station, 100 W. County Rd. Y, Oshkosh for recycling. There is no charge for the first 4 filters, and \$0.50 each thereafter.

### Who Does the Landfill Ban Apply To?

- The ban applies to everyone in the state, including individuals, homeowners, farmers, businesses, commercial & industrial facilities, educational institutions and municipalities.

### Oil filters covered are those from motorized vehicles including:

- cars and trucks
- motorcycles
- forklifts
- ATVs and UTVs
- buses
- snowmobiles
- tractors

The ban does not include filters used in boats, planes, or trains. It also does not cover fuel or air filters.

**Oil Filter Exceptions:** All automotive filters are covered. No exceptions.

### Used oil absorbents are material used to absorb waste oil from any source. They include:

- granular absorbents
- paper toweling
- absorbent pillows
- absorbent pads
- rags & wipes
- oil-dry cloths
- absorbent sock

**Absorbent Exceptions:** Oil absorbents of less than one gallon used to clean up non-routine spills may be landfilled. One gallon is the amount of absorbent material that would fit inside a gallon container.

Visit the DNR for more details is available at: <http://dnr.wi.gov/org/aw/wm/recycle/newpages/oilabsorb.htm>



## ELECTRONICS RECYCLING

**Many local options are available with & without fees.**

Contact locations for specific recycling information and hours of operation.

### Local E-Cycle Wisconsin Registered Collectors and/or Recyclers as of 11/4/14

- |   |              |                                  |  |
|---|--------------|----------------------------------|--|
| • Winnebago County Recycling Facility:  | 920-232-1850 | 100 W. County Rd. Y, Oshkosh     | <a href="http://www.winnebago.co.wi.us">www.winnebago.co.wi.us</a>             |
| • Outagamie Recycling Facility:         | 920-968-5721 | 1419 Holland Rd., Appleton       | <a href="http://www.RecycleMoreOutagamie.org">www.RecycleMoreOutagamie.org</a> |
| • Paper Valley Recycling Center:        | 920-729-5005 | 1420 Earl St., Menasha           | <a href="http://www.recycleamerica.com">www.recycleamerica.com</a>             |
| • Recycle That Stuff:                   | 920-955-3760 | 121 N. Linwood Ave., Appleton    | <a href="http://www.recyclethatstuff.com">www.recyclethatstuff.com</a>         |
| • Best Buy Co., Inc.:                   | 920-738-4537 | 2411 S. Kensington Dr., Appleton | <a href="http://www.bestbuy.com">www.bestbuy.com</a>                           |
| • Best Buy Co., Inc.:                   | 920-739-8319 | 4240 W. Wisconsin Dr., Appleton  | <a href="http://www.bestbuy.com">www.bestbuy.com</a>                           |
| • Suesse Electronics Inc.:              | 920-733-6464 | 2520 W. Wisconsin Ave., Appleton | <a href="http://www.suesselectronics.com">www.suesselectronics.com</a>         |
| • Universal Recycling Technologies      | 920-213-7145 | 2130 S Memorial Dr, Appleton     | <a href="http://www.universalrecycler.com">www.universalrecycler.com</a>       |
| • Milwaukee PC:                         | 262-208-9437 | 605 N. Westhill Blvd., Appleton  | <a href="http://www.milwaukeepc.com">www.milwaukeepc.com</a>                   |
| • Fox Cities Records Services:          | 920-954-0595 | 2215 W. Nordale Dr., Appleton    | <a href="http://www.fcrcs.net">www.fcrcs.net</a>                               |
| • Pilgrim Recycling:                    | 920-766-7000 | 633 Hyland Ave, Kaukauna         | <a href="http://www.pilgrimrecycling.com">www.pilgrimrecycling.com</a>         |
| • DP Electronic Recycling:              | 920-230-3535 | 1640 S Koeller St, Oshkosh       | <a href="http://www.idpecycle.com">www.idpecycle.com</a>                       |
| • Goodwill Industries North Central WI: |              | various Fox Valley locations     | <a href="http://www.goodwillncw.org/">http://www.goodwillncw.org/</a>          |

# *Miscellaneous Info*

## **Are you using your terrace area as a pickup location for *Craigslist, free or donated items?***

We understand the terrace area is used by residents as a “pickup” location and unknowingly you violate City of Menasha ordinances 8-3-5 and 8-3-7, and the items shall be collected as refuse. The sidewalk (or back approx 10-12’ in neighborhoods without sidewalks) and area to the roadway is the city’s right-of-way and can only be used for collection of refuse, recycling, and/or yardwaste based on the collections in your neighborhood. Please use the area between your home and the sidewalk when placing items out for *Craigslist, free or donated* pickup. Do your part by following the ordinance.

Keeping the terrace clear helps keep an attractive streetscape.

## **CLEARFILL ORDINANCE/POLICY**

According to ordinance 8-3-7 the City of Menasha Public Works Department does not collect or handle material such as concrete, dirt, sod, asphalt, brick, stone, rocks, etc. These items are to be disposed of by the owner, builder or contractor. These items can be disposed of at Bucklin’s Tree Service (formerly Badger Highways) a registered Clear Fill Landfill or another location looking for clear fill to raise their property. Many times these places advertise in the classified portion of the newspaper, or have signs posted on the empty property to be raised. Our policy is to help residents dispose of such material, call the Public Works Facility office with your questions during regular business hours Monday through Friday 7:00am – 3:00pm.

## **WINTER SAFETY: FOLLOWING SNOWPLOWS**

In 2009 the State of Wisconsin passed Act 255 which (paraphrased for this publication) pertains to the distance vehicles are allowed to follow snowplows while in the process of performing winter maintenance snow and/or ice removal, which includes plowing, salting, and sanding.

The operator of any vehicle that is not a snowplow may not follow a snowplow closer than seventy-five (75) feet on a street having a posted speed limit of 35 mph or less. When stopped at an intersection, an operator of any vehicle that is not a snowplow shall stop not less than twenty (20) feet from the snowplow and remain stopped until the snowplow resumes motion.

- To read complete statute 346.915(2)(a) visit the State of Wisconsin website.
- More Winter Weather information can be found on the following page.

**CITY OF MENASHA PUBLIC WORKS FACILITY 920-967-3620**



# Winter Weather Watch

The Department of Transportation reports that more than 60,000 combinations of winter storms can hit Wisconsin during the winter. Each poses unique problems for snow plow operations.

## **Snow and Ice Removal from Sidewalks**

In an effort to provide safe winter walking conditions, the City of Menasha requires sidewalks to be cleared of snow and ice to a minimum of four feet in width and completely clear to pavement within 24 hours from the time the snow or ice event ends. If ice is formed on any sidewalk in such a manner that it cannot be removed, the sidewalk shall be sprinkled with sand and/or salt to permit safe travel by pedestrians. Upon receipt of a complaint, a notice to clear the ice and/or snow is sent to the property owner and the property address. If the sidewalk has not been cleared after delivery of notice, the City of Menasha will clear the ice and/or snow and invoice the property owner for all incurred costs. People residing on a corner lot are asked to clear a path through the crosswalk until the Department of Public Works can schedule removal from the entire radius. **Please remember that it is costly, hazardous, and illegal to direct snow onto city streets when clearing snow from your walks and driveways.**

## **On Street Parking During Plowing Operations**

A growing problem for city plow operators during recent winter seasons has been the increased number of parked vehicles encountered during plowing operations. Plows forced to maneuver around parked vehicles leave windrows of snow, which can become hazards for the public and result in additional costs for the extra time required to return and clean them up. On street parking between the hours of 2:00 a.m. and 6:00 a.m. is not allowed from November 1 through March 31. Please abide by this ordinance and further assist us by not parking in the street at any time of the day during snow events.

## **City Snow Removal Operations**

The City of Menasha has different response levels to winter weather events depending on the severity of the situation. The various response operations are not intended to provide clear pavement on all streets all winter. All operations and techniques utilized are dependent on weather conditions. Storm response levels include:

CODE YELLOW (0" – 1" snow) – Salt trucks are dispatched to maintain the snow emergency routes. Clear salt is used on these main routes as conditions allow while either clear salt, or a mixture of salt and stone chips, is placed as needed on other streets. The material used is determined by ambient temperatures, storm conditions, and a compilation of other factors.

CODE BLUE/EMERGENCY ROUTES (1" – 3" snow) – Emergency snow routes and all city parking lots are plowed while secondary routes are salted, unless conditions warrant plowing. To view the snow emergency map visit the city website under Public Works/Street & Sanitation/Winter Weather Info and link to the map at the bottom of the page.

CODE RED (over 3" snow) – All city streets are plowed.

Menasha's snow emergency route streets are located so that all residents will have to travel no more than three blocks and in most cases, no more than two blocks to reach cleared streets. We feel this is an effective response to the various levels of weather experienced here in Wisconsin.