



In The Works...

A Department of Public Works Update

www.cityofmenasha-wi.gov

Fall 2017

Baldwin Street Facility

Public Works Facility Usage

The Public Works Facility is open to City of Menasha residents for disposal of yard waste and recyclable items only.

- 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.

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): \$4.00 Truck tires: \$6.00 Tractor tires: \$9.00 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 are \$15.00 each. Permits can be purchased at City Hall or the Public Works Facility. The appliances can be dropped off at the Public Works Facility or collected curbside with the permit and a bulky item sticker.

Public Works Facility

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

Year Round Office Hours

Monday-Friday
7:00 a.m. until 3:00 p.m.

Recycle Center Hours

Daily 6:00 a.m. – 8:00 p.m.

Extended Summer Yard Hours

April 24, 2017 – November 22, 2017
Monday – Friday, 7:00 a.m. – 5:00 pm
Saturday, 8:00 a.m.-1:00 p.m.

Winter Yard Hours

November 23, 2017 – April 23, 2018
Monday – Friday, 7:00 a.m. – 3:00 p.m.

2017 – 2018 Holiday Refuse Collection Schedule

<i>If your regular collection day is:→</i>	<i>Your holiday collection day will be:</i>
Thanksgiving 2017	
Thursday, November 23→	Wednesday, November 22
Friday, November 24→	Monday, November 27
Christmas 2017	
Friday, December 22→	Thursday, December 21
Monday, December 25→	Tuesday, December 26
New Year's Day 2018	
Monday, January 1→	Tuesday, January 2
Memorial Day 2018	
Monday, May 28→	Tuesday, May 29
Independence Day 2018	
Wednesday, July 4 -->	Thursday, July 5

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 to pick up**).
- Refuse carts need to be placed five (5) feet from obstructions (other carts, trees, 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

The standardized level of service for one (1) to four (4) dwelling units is 64 gallons of refuse 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 your garbage day.

Each household is provided five (5) bulky/overflow stickers per year via *The Horizon Newsletter*; 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.

DUMPSTER RENTALS

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

Fall Leaf Collection Schedule

Leaf collection will begin Monday, October 16, 2017 and end Wednesday, November 22, 2017. 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 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, please utilize the city drop-off site located at the Public Works Facility on Baldwin Street.









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 should bring branches, limbs, and yard waste to the drop-off site at the Public Works Facility or 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 10 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.**

Curbside Service

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 SHREDDED 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 PUBLIC WORKS 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 18 times per year curbside on your regular refuse collection day.

Refer to the calendar included with this newsletter or click on the following link

<http://www.cityofmenasha-wi.gov/collection>

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.)
- hard cover books
- milk, juice, and soup cartons



RECYCLE THESE CONTAINERS:

- aluminum, empty aerosol cans (caps & nozzle removed), tin cans (labels & lids can be left on)
- glass bottles and 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 and 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 and empty paint cans



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



RECYCLING CALENDAR FOR 2018 CYCLE A and B SCHEDULES

Please Save for Future Use

January							February							March							April						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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							25	26	27	28				25	26	27	28	29	30	31	29	30					

May							June							July							August						
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							24	25	26	27	28	29	30	24	25	26	27	28	29	30	24	25	26	27	28	29	30

September							October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
							28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	
							30							30	31					30	31						

NOTE : Recycling collection schedules are adjusted to help avoid holiday conflicts. Holidays do not change the brush collection schedule.

> Denotes brush collection week
 Denotes a Holiday
 CYCLE A
 CYCLE B
<http://www.cityofmenasha-wi.gov/collection>