

#### RECYCLING DROP-OFF CENTER OPERATIONS SUMMARY:

East Buffalo Township and Lewisburg Borough, in cooperation with Union County are planning to establish a drop-off recycling center which will serve residents in both municipalities, in addition to providing a marshalling yard for recyclables which are collected at the curbside.

East Buffalo Township and Lewisburg Borough are located in Union County, Pennsylvania and are currently the only Act 101 mandated municipalities within the county. East Buffalo Township has a population of 5,245 (1990 census) spread over 16.2 square miles and Lewisburg Borough has a population of 5,785 (1990 census) spread over 1.4 square miles. Each municipality currently collects recyclables at the curbside once a month and also provides drop-off collection sites.

Curbside collection for East Buffalo Township is conducted by borough employees and includes; clear, brown, and green glass and aluminum cans. Collection equipment (funded in part through Act 101 section 902 grants) includes one cubic yard side tippers which are used in conjunction with a low loading height trailer. The Township drop-off site, in addition to the previously mentioned recyclables, handles bi-metal containers, newspaper, corrugated cardboard, magazines (collected quarterly) and PET and HDPE plastics. The drop-off facility is currently open Wednesdays from 7 A.M. to 3 P.M.

East Buffalo Township markets most the recyclables collected within their municipality via the spot market. Newspaper is marketed to a local farmer for animal bedding. PET and HDPE plastics are handled and marketed by the County. There is essentially no processing or volume reduction prior to shipment to market.

Curbside collection for Lewisburg Borough is conducted by the Boy Scouts of America and includes; clear, brown, and green glass, aluminum cans and newspaper. Collection equipment includes a flat bed trailer with 55 gallon drums and gaylord boxes. The Borough drop-off site, in addition to the previously mentioned recyclables, handles bi-metal containers, corrugated cardboard, magazines (collected quarterly) and PET and HDPE plastics. The drop-off facility is open to all residents Wednesdays from 8 A.M. to 4 P.M.

Lewisburg Borough presently have the Kiwanis crush the clear and brown glass and market at PA Cullet. Newspaper is marketed to a local farmer for animal bedding. The County markets the green

glass, bi-metal containers, HDPE and PET plastics which are collected by the borough.

In this planned program, the new drop-off center will replace the individual drop-off locations currently used by the municipalities.

All recyclables collected at the curbside will be delivered to the drop-off center for consolidation. See Attachment A for draft layout of the facility.

It is anticipated that Kiwanis volunteers will man the recycling center during open drop-off hours (to be established). In return 904 Performance Grant funds will be donated to the Kiwanis.

The planned drop-off center will operate in conjunction and cooperation with the new county recycling program (funded in part through an Act 101 Section 901 Planning Grant). The program requires the municipalities to be responsible for the establishment of drop-off sites and the collection of recyclables, while the county will be responsible for the hauling and marketing of recyclables.

The County will likely contract with a hauler to pull municipal containers when full and either market materials through contract or spot market.

New equipment for the storage/handling of recyclables will result in; recyclables which have been kept out of the weather and are of a higher market value, a reduction in recyclable handling/man hours, an increase in the amount of recyclables which can be shipped to market at one time. ALL of these benefits will enhance the economics of the facility, in addition to providing a more efficient operation.

East Buffalo Township and Lewisburg Borough will provide "how to" recycling brochures (included in 902 Grant) to residents and the Kiwanis volunteers will be present during operation hours to answer any questions posed by participants. Additionally, there will be a recycling sign at the facility identifying days and hours of operation and materials accepted.

The proposed site for the cooperative drop-off recycling center/marshalling yard is in East Buffalo Township on Fairground Road where an Agway store was located.

February 21, 2001

Ms. Kathleen Kilbane  
Solid Waste Association of North America  
1100 Wayne Avenue Suite 700  
Silver Springs, Maryland 20910

Dear Ms. Kilbane:

This letter and accompanying attachments represent the final report for the referenced project.

Project Background

Lewisburg Borough and East Buffalo Township are neighboring municipalities located in Union County, each with mandatory curbside recycling programs and each with drop-off sites. Both municipalities collect materials at the curb once per month and have their respective drop-off sites operating once per week.

The two existing drop-off facilities are located within one mile of each other. Due to the close proximity of these two facilities, the municipalities feel that it would be more practical to develop one larger facility to serve the two municipalities.

Development of one consolidated facility would provide the benefits of economy of scale, avoid duplicity of efforts and increase efficiency of the operation by use of improved equipment available today for handling and processing of materials. The County is willing to work with the municipalities by providing guaranteed markets for recyclables and transport of materials collected to market. The establishment of one cooperative recycling facility would also benefit the County in that only one site would require its services.

Technical assistance was requested by Union County on behalf of the involved municipalities to assist in development of the facility. Alternative Resources Inc. (ARI) would assist the involved entities in:

- Identifying operations procedures for the cooperative facility.
- Identification of a site for the planned facility.

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- Reaching a consensus regarding the role each entity would play.
- Preparation of a cooperative agreement specifying each entities responsibilities relative to site development, program operation and marketing of materials.
- Preparation of a time line for project implementation.
- Preparation of a site conceptual design/layout.
- Outlining equipment requirements and operating procedures.

ARI visited the preferred site selected by the municipalities. The site had previously been occupied by an Agway store and a fuel leak had been detected from underground storage tanks located on the site.

ARI met with the County Recycling Coordinator and PADEP representatives to discuss remediation efforts at the Agway site and a timetable for completion of these efforts.

Following the meeting with PADEP representative, ARI coordinated a meeting with County and Municipal representatives and other involved parties. The purpose of the meeting was to discuss siting issues, roles and responsibilities of involved parties, review equipment requirements and milestones for implementation of the project. (See accompanying Attachment A meeting agenda and presentation)

ARI presented a project summary (existing facilities and planned project overview) and a proposed listing of project responsibilities identifying the Counties and the Municipalities roles in the planned program (See Attachment A).

The meeting discussions primarily involved facility siting issues and areas of responsibility of County and Municipal.

Following the meeting, efforts were initiated to identify other alternative sites for the planned facility. These efforts continued for several months, however, the municipalities could not come to an agreement on any site.

A draft County/Municipal agreement was prepared for consideration of involved municipalities (See Attachment B).

ARI arranged and conducted several tours at operating municipal drop-off facilities in May of 1999 to provide examples of successful operations and encourage the municipalities to move forward. A conceptual design for the planned facility was prepared for consideration (See Attachment C).

The County continued to encourage the Municipalities to come to consensus on a site and facility operations.

The Municipalities continued to discuss the project with the County for over one year. In early 2000 the County continued the Municipalities that the PADEP Act 902 Grant (\$73,000) for the projects implementation would soon be lost if action was not taken by the Municipalities relative to selection of a site and operating procedures.

No consensus was reached between the Municipalities and the grant funds were lost.

To date, no further action has been pursued on the project by the Municipalities.

Very truly yours,

Patrick J. Calpin  
Director Mid-Atlantic Office

PJC/lam

# RECYCLING DROP-OFF CENTER MEETING 12/21/98

## AGENDA

- Discuss recycling drop-off center siting issues (Review information obtained from the 12/19/98 meeting with Tom Unakin of the PADEP).
- Review draft recycling center operations description prepared by ARI and discuss implementation issues and/or alternatives.
- Review the collection and processing equipment approved in 902 grant application. Identify if the equipment is sufficient or if additional and/or alternative equipment is required.
- Discuss and prepare a draft listing of responsibilities for East Buffalo Township, Lewisburg Borough and Union County.
- Discuss time line for drop-off center development and implementation.

The proposed site for the cooperative drop-off recycling center/marshalling yard is in East Buffalo Township on Fairground Road where the Agway store was located.

Two underground storage tanks were removed and apparently testing is still being conducted, call DEP Williamsport to find out if this site can be used for the drop-off center and if so when can we begin site improvements.

**RECYCLING DROP-OFF CENTER OPERATIONS SUMMARY:**

East Buffalo Township and Lewisburg Borough, in cooperation with Union County are applying for this Act 101 Section 902 Grant to establish a drop-off recycling center which will serve residents in both municipalities, in addition to providing a marshalling yard for recyclables which are collected at the curbside.

East Buffalo Township and Lewisburg Borough are located in Union County, Pennsylvania and are currently the only Act 101 mandated municipalities within the county. East Buffalo Township has a population of 5,245 (1990 census) spread over 16.2 square miles and Lewisburg Borough has a population of 5,785 (1990 census) spread over 1.4 square miles. Each municipality currently collects recyclables at the curbside once a month and also provides drop-off collection sites.

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It is anticipated that Kiwanis volunteers will man the recycling center during open drop-off hours (to be established). In return 904 Performance Grant funds will be donated to the Kiwanis.

The planned drop-off center will operate in conjunction and cooperation with the new county recycling program (funded in part through an Act 101 Section 901 Planning Grant). The program requires the municipalities to be responsible for the establishment of drop-off sites and the collection of recyclables, while the county will be responsible for the hauling and marketing of recyclables.

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East Buffalo Township and Lewisburg Borough will provide "how to" recycling brochures (included in 902 Grant) to residents and the Kiwanis volunteers will be present during operating hours to answer any questions posed by participants. Additionally, there will be a recycling sign at the facility identifying days and hours of operation and materials accepted.

### **Recycling Drop-off Center Development Meeting**

#### Minutes:

December 21, 1998

Monday 2:00 p.m.

East Buffalo Township Building

610 Fairground Road

#### Attendees:

Shawn McLaughlin Union County Recycling Coordinator

Nada Gray Lewisburg Borough Manager

David Reed Lewisburg Borough Kiwanis

Charlie Winslow Lewisburg Borough Kiwanis

Lawson Fetterman East Buffalo Township Supervisor, Chairman

Maurice Herman East Buffalo Township Supervisor

John Smith East Buffalo Township Supervisor

David Albright Alternative Resources, Inc. (ARI)

#### Discussion

David Albright of ARI identified that the consultant's efforts for this meeting and the assistance for drop-off site development will be funded through a Technical Assistance Grant administered by the Solid Waste Association of North America (SWANA).

The first issue for discussion was the location of the drop-off center (Note: The site which had been identified in the PADEP 902 Grant Application, has since had a fuel spill during tank removal and remediation efforts are continuing). East Buffalo Township Supervisor Lawson Fetterman identified that the proposed drop-off center site will not be available until the lease agreement with Agway and a release from liability is available (which could easily be two years down the road). At this point in the meeting it was determined that the site identified in the PADEP 902 Grant Application was no longer an option.

The need for an alternate site in either the Township or Borough was discussed. Both the Township and Borough were unable to identify any municipal owned property which could be used for the drop-off site. This was followed by a discussion identifying other properties which possibly could be donated or purchased to

serve as the drop-off site. Properties mentioned included; Coatsville Scrap Iron and Metal, Pennsylvania House and PennDOT.

The issue of which municipality would purchase the site was discussed. Lawson Fetterman questioned Shawn McLaughlin, Union County Recycling Coordinator, whether the County would purchase a piece of property for the drop-off. Mr. McLaughlin stated that he would ask the County Commissioners if this was a possibility.

The potential for East Buffalo Township and Lewisburg Borough to cooperatively purchase a piece of land was also considered as an option.

The next issue discussed was the responsibilities for hauling and marketing recyclables. The County has offered to provide hauling and marketing services to the municipalities. Mr. Fetterman, East Buffalo Township questioned if some type of alternate deal could be made with the County. He proposed that the municipalities would provide for hauling and marketing of recyclables and the County in turn would provide the \$1 per ton recycling rebate it receives from the landfill. Mr. McLaughlin

stated that this option had potential and that the recycling rebate fund of one dollar would be multiplied by the actual tons of waste which East Buffalo Township and Lewisburg Borough dispose of. Mr. McLaughlin further stated that he would discuss this option with the County Commissioners.

A time line for drop-off center development and implementation was not discussed in any detail at the meeting. Due to the many variables dependent on the chosen site, the Township and Borough must identify the alternate site prior to establishing a development and implementation schedule.

The meeting concluded with the following action items; each municipality would look for potential properties to site the facility, Nada Gray, Lewisburg Borough Manager, would investigate potential Pennsylvania House property, Mr. McLaughlin and ARI would look into the Coatsville Scrap Iron and Metal Property. Additionally, Mr. McLaughlin would discuss proposed options, identified above, with the County Commissioners and report back to the municipalities.

**DRAFT AGREEMENT**  
**BETWEEN UNION COUNTY AND MUNICIPALITIES**

This Agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 1997 between Union County, of Lewisburg, Pennsylvania, sometimes hereinafter referred to as "The Party of the First Part", and \_\_\_\_\_Township, Union County, Pennsylvania, sometimes hereinafter referred to as "The Party of the Second Part"

WHEREAS, there is in existence in Union County a program which is designated to encourage the recycling of recyclable materials, and

WHEREAS, both parties to this Agreement are desirous of promoting and encouraging such a program, and

WHEREAS, the party of the second part has agreed to the use of its premises in \_\_\_\_\_ Township as such a recycling drop-off center.

NOW THEREFORE, it is hereby agreed as follows:

1. The party of the second part agrees that it will at its own cost and expense, install at locations to be designated by the party of the second part a sign designating the site as a drop-off center for recycling purposes and a cement slab approximately 19 feet by 12 feet upon which a receptacle owned by the party of the second part will be placed for the collection of such recyclables.

2. The sign, cement slab and receptacle as above referred for all purposes are the property of the party of the second part.

3. Upon the expiration or termination of this Agreement, or any extension thereof, said sign and said slab shall remain on the premises as the property of the party of the second part.

4. The party of the first part agrees that it will collect suitable recycling receptacles from time to time as collections require. Said receptacle shall remain the property of the party of the second part. The party of the second part agrees that it will permit the party of the first part to remove and replace the party of the second part's receptacle or receptacles on said slab as above provided.

5. The party of the second part agrees that it will allow the use of its premises as such a drop-off center for the period of three (3) years beginning on the date of this Agreement.

6. Upon the expiration of said initial three (3) year period, this Agreement shall renew itself for a period of one (1) year and from year to year thereafter unless either party to this Agreement shall in writing notify the other party of their intention not to renew this Agreement at least sixty (60) days prior to the original expiration date or any renewal thereof.

7. The party of the first part shall have no obligation to the party of the second part arising as a result of the operation

of the premises as a drop-off center except those obligations specifically provided for herein.

8. The party of the second part shall have no obligation to the party of the first part other than to permit the use of the premises by itself or others during the term of this Agreement or any extension thereof.

ATTEST:

UNION COUNTY

\_\_\_\_\_  
Chief Clerk

\_\_\_\_\_  
Chairman

WITNESS:

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
TITLE