

Recycling Technical Assistance Project
#589

EAST GREENVILLE AND PENNSBURG BOROUGHS, MONTGOMERY COUNTY,
PENNSYLVANIA

**IMPROVING PROGRAM EFFICIENCY AND RESIDENTIAL RECYCLING
PARTICIPATION IN EAST GREENVILLE AND PENNSBURG BOROUGHS, PA**

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Report Prepared By:

Kate Ferry, P.E., Recycling Consultant

KRF environmental .
www.KRFenvironmental.com

KRF Environmental
2500 W. Darby Road
Havertown, PA 19083

610.291.9813 ph
800.606.8215 fx

www.KRFenvironmental.com
KRFenvironmental@gmail.com

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1.0 STATEMENT OF PROBLEM

East Greenville and Pennsburg Boroughs (the Boroughs, or EGPB) have operated a Pay-As-You-Throw (PAYT) weekly trash collection program for the last 25 years. Residential recycling is source separated, and Borough employees collect select recyclables every other week. The Boroughs run a recycling drop-off center five days per week. Nationally, Pay-As-You-Throw programs are touted as some of the most effective for increased recycling and reduced waste; however, the Boroughs have only a 1.8% recycling rate, far below Pennsylvania's stated goal of 35%. A recycling rate this low indicates that residents are throwing away recyclables or taking their recyclables outside the Boroughs' boundaries and thus not utilizing the collection services offered.

In the "Municipal Waste Management Plan Revision 2006-2015" of June 2006, the Montgomery County Planning Commission (MCPC) suggests that programs with a low diversion rate may have some sort of systemic problem with their recycling program, and these municipalities should review their recycling efforts, identify the impediments to the program, and revise the program based on these findings. Per the MCPC report, potential modifications include advertisement; expansion of materials collected; changing collection process, schedules, or containers; reviewing effectiveness of single stream versus separated; education; and increased data collection for the Section 904 grant.

In this report, KRF Environmental addressed the modification points listed above. The Boroughs requested aid in determining how to increase program efficiency, increase program participation, and acquire funding for updated equipment, such as a recycling collection truck. Through the partnership between the Pennsylvania State Association of Township Supervisors (PSATS) and the Pennsylvania Department of Environmental Protection (PADEP), the Boroughs were provided with technical assistance by KRF Environmental.

2.0 SCOPE OF WORK

Task 1 – Project Organization – KRF Environmental (KRF) collaborated with East Greenville and Pennsburg Boroughs and developed a Scope of Work.

Task 2 – Data Gathering – KRF researched, calculated costs, and assessed the feasibility of various waste and recycling program modifications, including single stream recycling, and the addition of weekly recycling collection. KRF contacted other municipalities with effective programs to gather information on program details, participation, enforcement, education, costs, and common issues. KRF reviewed the Section 902 Grant application procedures to help fund new equipment purchases and determine recommendations.

Task 3 – Report Writing – KRF produced this report detailing options for increased recycling participation, and highlighting recommended strategies. Appendices include a Budget Analysis, Summary of Municipal Survey Results, Draft Residential Recycling Communication, Draft Website Text, Financial Analysis of Program Modification Options, Section 902 Grant Guidance, and more.

Task 4 – Report Revision and Final Submission – KRF revised this report as necessary and submitted the final report.

3.0 EXISTING WASTE MANAGEMENT PROGRAM

3.1 Program Details

East Greenville Borough is a 0.5-square-mile non-mandated municipality in Montgomery County, Pennsylvania with approximately 2,951 residents and serving approximately 1,160 households according to Boroughs records. Pennsburg Borough is a 0.8-square-mile non-mandated municipality in Montgomery County, Pennsylvania with approximately 3,843 residents and serving approximately 1,075 households according to Boroughs records. The Boroughs operate a Pay-As-You-Throw (PAYT) system, and along with Red Hill Borough, jointly contract with J.P. Mascaro & Sons, Inc. for once weekly trash and bulk item collection. The landfill tipping fees are included in Mascaro's flat hauling service charge, so no fee per ton of waste is assessed. The current hauler contract expires at the end of 2016, and the Boroughs are going out to bid for a new hauler contract around September 2016. The Boroughs are considering adding single stream recycling collection as an optional bid item, and hauler-provided trash receptacles as an optional bid item.

Residents must purchase trash bags for \$1.00 and bulk item stickers for \$5.00 from the Boroughs. In addition, the Boroughs charge an annual base service fee of \$113 for East Greenville households and \$110 for Pennsburg households.

The Boroughs offer free source-separated curbside recycling collection every other week for aluminum and bimetallic cans, plastics #1-#7, clear glass, and colored glass. Residents must put out each of these recyclables in separate containers. Residents may also drop off separated recyclables at the jointly-run recycling center Monday through Friday 7:00am to 3:30pm. Although the limited hours of the recycling center likely compels many residents to use the nearby Red Hill Borough 24/7 Recycling Dropoff Center, EGPB representatives have expressed that they would rather focus on improving collection services, and not try to improve on both collection and drop off at once. East Greenville Borough pays the local Boy Scouts to collect paper, newspaper, and cardboard once per month, and the Boroughs jointly offer free cardboard drop-off once per month at the recycling center. Pennsburg Borough offers a paper and newspaper drop off site at the local fire company, which is open all the time. East Greenville and Pennsburg each use their own staff to collect recycling, and they jointly run the recycling center where collected materials are further separated, bundled, and sold to collectors. The Boroughs contract with multiple recyclable material collectors. The Boroughs share the expenses associated with running the recycling center, and share the profits of selling recyclables.

East Greenville and Pennsburg both offer leaf collection approximately twice per year, and branch chipping weekly during the summer months. The Boroughs employ existing/available staff and vehicles required to facilitate yard waste and leaf collection. Yard waste materials are given to local farmers who request them. The Boroughs perform ongoing education through their websites, Facebook®, and flyers attached to trashbags at the point-of-purchase. The Boroughs post trash and recycling information on their websites and will not collect trash or recycling if it is incorrectly set out. East Greenville and Pennsburg Boroughs have no-burn ordinances in place, but do not have an ordinance mandating recycling. The Boroughs share a recycling collection truck, which is approximately 20 years old and in need of replacement if the Boroughs continue to collect recycling in-house.

3.2 Participation Analysis

East Greenville and Pennsburg Boroughs have a recycling rate of less than 2%, while other local Boroughs of similar size, shown in Appendix A Recycling Rate Comparison, have an average recycling rate around 23%. While recycling program participation history of the Boroughs was difficult to obtain, the 2014 and 2005 data both show a recycling rate under 2%. As stated before, a low diversion rate may indicate a systemic problem with the recycling program. If East Greenville and Pennsburg increased their residential recycling to attain a recycling rate of 23%, the annual Section 904 grant amount would be approximately \$21,000, compared to the current grant amount of approximately \$600.

3.3 Financial Analysis

KRF requested the past five years of financial data from the Boroughs for analysis, however, since this information was not available, the budget numbers analyzed were from either 2014 or 2015, depending on availability. The budget analysis is approximate and based on the information provided by the Boroughs, though other income and expense items may have been unavailable or not provided to KRF. The budget currently shows a net income of \$11,880, with residents paying an average of \$180 per year towards the annual service fee and the purchase of trash bags. This annual fee is reasonable and comparable to other municipalities' annual collection fees. However, at this fee rate, many other municipalities offer weekly single stream recycling collection and garner much higher participation rates. It is estimated that the Boroughs pay roughly \$355 per ton to process recyclables, while local Material Recovery Facilities (MRFs) may charge under \$30 per ton to process recyclables. A detailed Program Budget Analysis is provided in Appendix B.

3.4 Residential Waste Program Survey

KRF was able to speak with four Pennsylvania municipalities with high recycling participation about their recycling program experience. All four municipalities have switched from separated recycling to single stream recycling, and three of the municipalities collect recycling in-house. All four municipalities said their recycling tonnage significantly increased, in varying degrees, after switching to single stream. Another common observation was that when they switched to collecting yard waste every week, they saw hundreds of tons of waste being diverted from the landfill to the compost site. A Summary of the Municipal Survey Results is provided in Appendix C.

4.0 SUGGESTED WASTE MANAGEMENT PROGRAM OPTIONS

4.1 Residential PAYT Waste Program Options

KRF determined a number of possible program modifications that address the low recycling participation in the Boroughs and the need for a new recycling collection truck. In general, increased recycling participation means the Borough will receive more Section 904 grant money. Reduction in waste fees was difficult to calculate, since the waste hauler contract includes tipping fees in their flat hauling rate. The calculations and assumptions associated with each option are provided in Appendix D, Financial Analysis of Program Options. Table 4.0 on page 4 provides a comparison of the different options.

4.1.1 Maintain the Status Quo

If the Boroughs continue collecting source-separated recyclables every other week, participation is likely to stay very low. While additional education can help, the Boroughs already reach residents through their websites, Facebook®, and regular flyers attached to trash bags. In addition, the likelihood of the Boroughs receiving a Section 902 grant for a new truck will be lower under the status quo than if the Boroughs adopt an ordinance and increase accepted recyclables and frequency. Since the current program results in approximately a 2% recycling rate, and costs approximately \$355 per ton to process recyclables, updates to the program will likely increase the efficiency and participation rate.

4.1.2 Switch to Single Stream Collection

The municipalities contacted by KRF all recommended switching to single stream recycling to increase participation. The most user-friendly recycling program utilizes single stream collection, where steel and aluminum cans, all colors of glass, plastics #1 through #7, paper, and cardboard are collected in one container. There are many Material Recovery Facilities (MRFs) that can accept and sort all of these materials, although some do not collect cardboard or plastics 3-7. Single stream recycling is also easy to understand and practice, which is an advantage in gaining program participation. The benefits of single stream recycling include increased program participation and tonnage, increased recycling performance grant money, less waste to the landfill, less staff time required, increased residential services, increased convenience, increased likelihood of receiving a Section 902 grant, and no need to purchase updated processing equipment.

Single stream materials can be collected by Borough employees and transported to a MRF. The costs associated with this are collection time, transportation costs, and cost per ton of single stream material deposited at the MRF. Recyclables are a commodity whose value fluctuates. While municipalities used to be paid by MRFs for material, currently municipalities may pay \$5 to \$30 or more per ton depending on the MRF and the contents of the waste stream. This processing cost is much lower than the Borough's current estimated processing cost of \$355 per ton, as shown in Appendix B. Single stream materials can also be collected by a hauler, as discussed in 4.1.4. While single stream would eliminate the need for Boy Scouts recycling collection, a Terracycle® Collection Alternative is given in Appendix E.

4.1.3 Increase Recycling Collection Frequency

Many PAYT communities attribute their program success to an easy-to-use recycling program, and many communities provide weekly recycling collection. Complementary hauling programs, such as recycling and yard waste pickup, are an integral part of a PAYT system, as they provide cost-reducing alternatives to trash disposal and increase overall resident acceptance of the program. Some residents find that the volume of their recycling exceeds the volume of their trash on a weekly basis. Storing this recycling volume for two weeks may prove difficult for some households and lead to transport of the material elsewhere, such as commercial dumpsters or workplace recycling containers. It is likely safe to assume that by providing recycling collection only every-other-week, some volume of recycling is trashed or transported due to infrequent pickup and full recycling bins. While once-per-week recycling collection may be somewhat more expensive than every-other-week collection, there are also the added financial benefits of increased likelihood of Section 902 grant funds and the increase of associated Section 904 recycling grant funds.

4.1.4 Contract Hauler Services

Although the Boroughs are set up to collect recycling in-house, the Boroughs could compare costs of in-house versus contracted collection, at no risk to the Boroughs, through hauler contract options. Contracted recycling hauling means that the Boroughs would not have to purchase a new collection truck. The Boroughs' current waste hauler, J. P. Mascaro, recently constructed a new recycling facility, and in a phone conversation with KRF said they could provide competitive

weekly recycling pricing to the Boroughs. Crafting a bid specification with multiple *optional* bid items will allow the Boroughs to make an informed hauling program selection after receiving actual prices.

In the bid specifications, the Boroughs may request separate trash collection and recycling collection bids, with the option of contracting with a hauler for one or more services. For example, the Boroughs could request separate bids for optional bid items including once-per-week trash pickup, once-per-week recycling pickup, every-other-week recycling pickup, a combination once-per-week trash pickup with once-per-week recycling pickup, and a combination once-per-week trash pickup with every-other-week recycling pickup. The Boroughs can choose the lowest bidder for each desired service, or choose not to hire a recycling collector at all. Another optional bid item could be hauler-provided waste and/or recycling receptacles, although if the Boroughs make program improvements it may be much less expensive to have recycling cans funded under the Section 902 grant. If a 40-gallon waste receptacle is provided, the receptacle can replace the need for households to purchase one trash bag per week, and the Boroughs could increase the annual trash fee by around \$52 per household (the equivalent of one bag per week). Each household would receive one trashcan, waste would be limited to one trashcan per household per week, plus the Boroughs could still charge \$1 per trashbag for residents with additional trash. Using trashcans reduces the Borough’s cost of purchasing trashbags, and reduces trashbag waste. Each household could also be given a large recycling receptacle to both enable and remind them to recycle more. See Appendix F for an Example Waste Hauler Services Bid Sheet. It is important to note that KRF does not provide legal advice, and the Boroughs should seek legal counsel from the Solicitor or another attorney concerning bid specification language and structure.

4.1.5 Increase Bulk Item Fees and/or Bag Fees

Many bulk items can be reused or recycled. Putting a higher price on bulk item pickup helps cover the actual cost of dumping heavy items at the landfill and may encourage residents to seek alternate disposal methods such as donation of household items or recycling of white goods. Many municipalities charge over \$15 for a bulk item sticker. The Borough currently charges \$5 for a bulk item sticker. If the bulk item sticker price is increased to \$15, the additional annual income can cover the cost of improved services. Similarly, slightly increased bag fees can cover the cost of improved services while encouraging residents to recycle or compost.

4.1.6 Comparison of Residential PAYT Waste Program Options

Based on KRF estimates, the lowest annual program cost and best program efficiency will come from an in-house, single-stream, weekly recycling collection with one Borough-provided 40-gallon trashcan per household, plus \$1 per trashbag for additional trash, \$15 per bulk item tag, and a \$165 annual waste fee. This recommended program includes a mandatory recycling ordinance, purchase of new trashcans, and funding of a new truck under the Section 902 Grant program. Option C is recommended if the Boroughs do not wish to implement a trashcan program. East Greenville and Pennsburg Boroughs should assess the feasibility of these suggestions, revise calculations based on actual costs, and choose the program best fit for the Boroughs. A Comparison of Options is given in Table 4.0 and Appendix G.

Option	Recycling Rate (est.)	Average Cost Per Household (est.)	Efficiency Rating
A Status Quo, In-house, Every-Other-Week, Source Separated Recycling Collection and Processing with In-house Purchase of New Truck, Bag Fees Increase to \$1.25/bag, and Bulk Tag Fees increase to \$15	2%	\$201	1.0
B In-house, Every-Other-Week, Single Stream Recycling Collection and Hauling to MRF with In-house Purchase of New Truck, Bag Fees Increase to \$1.20/bag, and Bulk Tag Fees increase to \$15	10%	\$191	5.2
C In-house, Every-Week, Single Stream Recycling Collection and Hauling to MRF with Purchase of New Truck under Section 902 Grant, Recycling Ordinance Enacted, Bag Fees Increase to \$1.20/bag, and Bulk Tag Fees increase to \$15	20%	\$187	10.7
D In-house, Every-Week, Single Stream Recycling Collection and Hauling to MRF with Purchase of New Truck under Section 902 Grant, and new Cans, Recycling Ordinance Enacted, Annual Fee Increase to \$165, and Bulk Tag Fees increase to \$15	20%	\$184	10.9
E Contracted, Every-Other-Week, Single Stream Recycling Collection, No New Truck Required, Bag Fees Increase to \$1.75/bag, and Bulk Tag Fees increase to \$15	10%	\$221	4.5
F Contracted, Every-Week, Single Stream Recycling Collection, no New Truck Required, Annual Waste Fee Increase to \$120, Bag Fees Increase to \$2/bag, and Bulk Tag Fees increase to \$15	16%	\$237	6.8
G Contracted, Every-Week, Single Stream Recycling Collection, 40-gallon Municipal-Provided Trashcans, Annual Waste Fee Increase to \$215, and Bulk Tag Fees increase to \$15	16%	\$236	6.8

It is important to note, KRF recommends that no changes be made in fees or structure until after the Boroughs receive bids on the new trash and recycling hauling contract, to begin in 2017. As detailed in Section 4.1.4, the Boroughs can procure costs for different options to make an informed decision about recycling collection method and frequency. Using the

calculations in Appendix D as a guide, the Boroughs can determine the best option and appropriate fees based on the actual hauling cost, once the contract is bid. With the award of a new hauler contract, other specifics about the program may change as well. Any program changes and new pricing can be advertised simultaneously.

4.2 Recycling Program Education Improvement Options

4.2.1 Residential Education

Haulers and municipalities agree that education is the most important factor for a recycling program's success. If the Boroughs implement recycling program modifications, frequent and varied education is highly recommended. The following are examples of effective education methods: door hangers, magnets, flyers twice per year, detailed website information, Facebook® and Twitter® postings, email, local public access channel notices, and inclusion in any municipal communication including newsletters and tax bills. Residents should be educated on what, when, and where items can be recycled, and especially *why* items should be recycled. Highlighting the financial benefits of recycling tends to be effective. In the bid specification, the Boroughs can require that the potential recycling hauler provide some educational material to residents in the form of flyers or warning notes on recycling containers filled with non-recyclable items. If the Boroughs decide to hire a recycling collector, increasing recycling is in the interest of both the Boroughs and the hauler. The key to recycling participation is education, especially when introducing a new program. A Draft Residential Recycling Communication based on Option D, shown in Section 4.1.6, is included in Appendix H.

4.2.2 Website Modifications

Having a straightforward, easy-to-navigate recycling webpage is an important educational tool. Residents should be able to find up-to-date information quickly. The Pennsburg recycling webpage is organized and easy to navigate. The page <http://egreenville.org/Recycling%20&%20Solid%20Waste.htm> should be deleted, as it is outdated but yet one of the first websites that comes up when searching "East Greenville Recycling." The information under <http://egreenville.org/id6.html> should be reorganized to be more user-friendly and give an overview of information at first glance. See Appendix I for Draft Website Text with in-page links that East Greenville Borough can use, based on the current program.

4.2.3 Ordinance

Although East Greenville and Pennsburg are non-mandated municipalities, the Boroughs may still adopt an ordinance requiring residents and businesses to recycle. Adoption of an ordinance, and education of the public about the ordinance, may compel residents to take recycling seriously and participate in the program. Also, adoption of a recycling ordinance is required for a municipality to receive more than \$10,000 from the Section 904 Recycling Performance Grant program and can put a municipality in a more favorable position to receive a Section 902 Grant. While many businesses in East Greenville and Pennsburg already contract for recycling services, requiring recycling is another way to increase recycling tonnages in the Boroughs, which then increases the annual Section 904 Recycling Grant award amount.

4.3 Funding and Equipment Purchasing Options

4.3.1 Section 902 Grant

The Section 902 Recycling Program Development and Implementation Grant offered by the PADEP reimburses counties and municipalities 90% of eligible recycling program development and implementation expenses, such as large recycling equipment purchases. This grant is very competitive and is typically offered once per year, but does not have a predictable schedule. The last Section 902 grant application was due November 2015 and the grant round was open two months. Municipalities may apply every year, but if they are awarded a grant, they may not apply during the next grant round. To be eligible for this grant, the Borough would need to make sure none of its ordinances authorize the burning of leaves or other recyclable material. To be competitive for this grant, non-mandated municipalities, like East Greenville and Pennsburg, should be in compliance with all Act 101 requirements for mandated municipalities. According to PADEP representatives, a municipality is more likely to receive a grant if it has a mandatory recycling ordinance, has recycling collection once-per-week, collects at least seven of the Act 101 recyclables (office paper, cardboard, mixed paper, clear glass, colored glass, aluminum cans, steel cans, newspaper, various plastics, etc.), collects leaves and yard waste, distributes residential and commercial recycling education material at least twice per year, collects recycling at community events, has an anti-litter program, and demonstrates a financially sustainable program.

The Section 902 grant application is different every year, and the next application is not yet available. In past years, the application has required contact information, detailed information about the waste, leaf, and recycling programs, details about processing facilities, copies of applicable ordinances, details about the education program, copies of the past year's recycling education material, details on the project to be funded, itemized financial statements for the past five years of income and expenses of the waste and recycling programs (including line items for education and leaf collection), proposed project scope of work, itemized financial data for the proposed project to be funded, detailed quotes from vendors, and more. After completing a draft of the grant application, a municipality must schedule a pre-application conference with the regional PADEP representative. The PADEP Montgomery County representative can be reached at 484-250-5754. The PADEP representative will review the draft application and make edits and suggestions. After the application is submitted, there is no specific time frame for approval. If the grant application is not approved, the municipality may apply the following year. See Appendix J for Section 902 Grant Guidance.

Due to the extremely competitive nature of the Section 902 grants, the Borough would most likely have to change, or be in the process of changing, aspects of the recycling program, including a mandatory recycling ordinance, weekly recycling pickup, and increased recycling education. If the Borough intends to submit a Section 902 application, it would be helpful to begin obtaining quotes from vendors and also gathering the past five years of program income and expenses. Shippensburg Borough (population 5,586) recently received a Section 902 grant to purchase a new collection truck with packer, side loader, hoppers, and dump hook for toters totaling around \$220,000. If the Boroughs intend to purchase a new truck, it may be worth making some recycling program improvements, if for no other reason, to increase the likelihood of receiving a Section 902 grant. The Boroughs may also use the PA COSTARS cooperative purchasing program to obtain equipment quotes.

4.3.2 Track Current Recycling for Section 904 Recycling Performance Grant

Based on the 2014 Section 904 Grant (see Appendix K) submitted by East Greenville and Pennsburg Boroughs, it appears that the Boroughs are only tracking and reporting the recycling that is collected by Borough employees. The Section 904 Recycling Performance Grant is awarded each year based on the amount of residential and commercial recycling a municipality reports. A municipality may report any recycling that was collected within its boundaries, regardless of who collected the material. KRF contacted seven randomly-selected local businesses in Pennsburg and East Greenville and found that all of them recycle, and the material is collected by Advanced Disposal, Waste Management, Suburban/Gold Medal, Modern Recycling and other haulers, none of whom were listed on the Section 904 Grant application. The Boroughs could collect additional grant money every year simply by determining and reporting the recycling tonnage from these other haulers. KRF recommends that the Boroughs contact local businesses to determine which haulers are operating in the Boroughs, and then contact those haulers to obtain valid recycling tonnage documentation for inclusion in the Section 904 Grant application. Keeping a record of businesses, contact information, and haulers will help Borough administrators continue to check in with businesses about recycling collection in the future.

5.0 RECOMMENDATIONS SUMMARY AND CONCLUSION

- HAULER CONTRACT – Include optional bid items in the Hauler Contract as shown in Appendix F.
- PAYT WASTE AND RECYCLING PROGRAM – If hauler bids and actual costs corroborate KRF estimates, implement in-house weekly single stream recycling, as detailed in Option D of Appendices D and G. Provide 40-gallon trashcan pickup, and charge a pay-per-bag fee for extra trash. Increase annual program fees and bulk fees accordingly. Finalize and advertise new program details only after receiving actual hauler bid option costs and analyzing financials.
- EQUIPMENT PURCHASING – Obtain equipment quotes and compile 5-year historical financial data. Apply for Section 902 funding for new recycling collection truck.
- ORDINANCE – Enact Recycling Ordinance to mandate residential and commercial recycling.
- GRANT DATA COLLECTION – Collect existing commercial recycling data and report it for the Section 904 Grant.

Ultimately, East Greenville and Pennsburg Boroughs should choose the recycling program improvements the municipalities feel are feasible and best serve the Boroughs and their residents. The Boroughs should consult with the Solicitors or legal counsel to determine the appropriateness of these recommendations.

Appendix A

Recycling Rate Comparison

Appendix A: Recycling Rate Comparison of Similarly Sized Boroughs

	2010 Census Pop.	2005 Recycling Rate (%)*	2006 Section 904 Grant **	Collection Program
Ambler Borough	6,501	24.60	n/a	1/wk, single stream, Contracted
Conshohocken Borough	7,865	19.84	\$47,483	1/wk, single stream, In-house
Hatboro Borough	7,407	24.92	\$19,155	1/wk, single stream, In-house
Red Hill Borough	2,383	24.10	n/a	24/7 drop off, PAYT
Average		23.37		
East Greenville & Pennsburg (2014)	6,794	1.38	\$628	2/mnth, separated, In-house, PAYT
East Greenville & Pennsburg (estim.)	6,794	23.00	\$21,238	Potential Grant Amount if EGPB had a recycling rate comparable to Boroughs listed above.

* from the Montgomery County Planning Commission, *Municipal Waste Management Plan Revision*, June 2006.

** from the PADEP web archive.

From the “Montgomery County Planning Commission, Municipal Waste Management Plan Revision, June 2006”, for municipalities with low participation:

Potential program modifications include

1. *Focusing on increased participation. When was the last time the municipality mailed out promotional fliers or had a promotion campaign on the local radio?*
2. *Considering the expansion of materials collected. If the municipality is successfully handling glass, aluminum, and newsprint, perhaps it should consider collecting plastics #1 and #2, office paper, or cardboard.*
3. *Changing the collection process, schedules, or containers.*
4. *Reviewing the effectiveness of commingled versus source separated collections.*
5. *Enhancing education on recyclable material quality.*
6. *Increasing data collection efforts resulting in additional DEP 904 grant monies.*

Appendix B

Detailed Program Budget Analysis

APPENDIX B

RTA #589 East Greenville Borough (EGB) and Pennsburg Borough (PB) Detailed Program Budget Analysis

	Annual Budget (based on 2015 or 2014)	Cost per household average (2235 tot. households)	Cost of In- house Recyclables Processing (Not Collection) 98 tons
Income			
Aluminum Sale	\$3,518		\$3,518
Glass Sale	-\$736		-\$736
HDPE Sale	\$2,920		\$2,920
Plastic #3-#7 Sale	\$62		\$62
PETE Sale	\$3,656		\$3,656
Tin Sale	\$295		\$295
EGB Trash Bill Fees	\$132,000	\$59	
EGB Trash Bag Sales	\$58,983	\$26	
EGB Bulk Item Tag Sales	\$2,885	\$1	
PB Trash Bill Fees	\$128,020	\$57	
PB Trash Bag Sales	\$77,000	\$34	
PB Bulk Item Tag Sales	\$3,670	\$2	
Section 904 Grant	\$608		
Interest on Savings	\$4		
Total Income	\$412,886		\$9,716
Expenses			
Utilities & Property Exp.	\$10,383		\$5,192
Electric	\$1,302		
General Property Exp.	\$2,196		
Heating Oil	\$5,320		
Propane Gas	\$500		
Sewer Service	\$381		
Water Service	\$656		
Misc. Supp. & Expenses	\$28		
Diesel Fuel	\$1,841		
Equip. Supply & Repair	\$2,066		
Truck Repairs & Exp.	\$3,904		
Insurance & Bank Charges	\$2,311		
Bank Charge	\$10		
Insurance - Vehicle & Property Ins.	\$2,301		
EGB Trash Hauler Fees	\$152,000		
EGB Trash Bag Purchase	\$17,635		
EGB Trash Bulk Stickers	\$182		
PB Trash Hauler Fees	\$131,564		
PB Trash Bag Purchases	\$18,000		
Glass Hauling	\$920		\$920
Paper Dumpster Fee	\$2,400		\$2,400
EGB Boy Scout Paper Collection Donation	\$2,400		\$2,400
Landfill Fees (incl. with hauler fees)			
EG Admin & Staff Salaries	\$28,900		\$17,515
PB Admin & Staff Salaries	\$26,500		\$16,061
Yard Waste Collection Costs (incl. with staff cost)			
Education			
Total Expense	\$401,006		\$44,487
Net Income	\$11,880		-\$34,771
Average Annual Household Payment		\$180	
Processing Cost Per Ton of Recyclables			\$354.81

Notes:

1. The budget analysis above is approximate and based on information provided by East Greenville Borough and Pennsburg Borough. KRF requested the past 5 years of financial data, however, since this information was not available, the budget numbers shown are from 2014 or 2015, depending on availability. Some incomes or expenses may not be included.
2. Based on information from the Boroughs, KRF estimates that 20 of every 33 staff manhours are devoted to sorting and processing recyclables.
3. KRF assumed that 50% of the utility and property expenses were related to the sorting and processing facility.
4. Average Household spends \$116 on trash fees, \$61 on bags, and \$3 on bulk item tags, totaling \$180 per household.

Appendix C

Summary of Municipal Survey Results

Appendix: Summary of Municipal Survey Results

Township	Plymouth Township	Conshohocken Borough	Jenkintown Borough	Shippensburg Borough
County	Montgomery	Montgomery	Montgomery	Cumberland/Franklin
Population	16,045	7,589	4,478	5,586
Trash Pickup	2/week	2/week	1/week	1/week
Recycling Pickup	1/week	1/week	1/week	1/week
Yard Waste Pickup	1/week	1/week	1/week	scheduled
Recycling Required by Ordinance?	yes	yes	yes	yes
Hauler	In-house	In-house	Contracted, but yard waste In-house	In-house
Recyclable Materials	Single Stream	Single Stream	Single Stream	Single Stream
Note on Recycling and Trash Collection	Recycling tonnages doubled after switching from separated to single stream. They collected 1503 tons of residential recycling in 2015, though some private residential communities hire their own recycling hauler. With single stream they reduced their trash by half and pay around \$53/ton for trash to steam. They said education is key to participation. They communicate the success of the program to the residents and highlight that recycling keeps taxes low. Residents love their waste/recycling program, and they recently won the WasteWatchers award.	In 2015 they collected 2830 tons trash, 996 tons of single stream recycling, 385 tons yard waste, 107 tons of tires, 11 tons of whitegoods, and 10 tons of e-waste. After they switched to single stream recycling, their diversion rate went from 20% to 33.2%. It is less expensive for them to collect single stream than when they collected separated recycling. Most residents now have at least double the volume of recycling as they do trash. They pay around \$80/ton for trash and \$5/ton for recycling. They've obtained their last 5 trucks and recycling cans through the Section 902 grant.	They switched to contracted single stream recycling 5 years ago. Before that, public works collected separated recycling. Recycling tonnages have increased every year ever since switching to single stream. In 2015 they collected 474 tons of residential recycling, 519 tons total including commercial. They collected 1113 tons of trash. They said single stream collection is much easier and less expensive. They pay \$65/ton for trash and \$30/ton for recycling.	They collected and bailed recyclables in-house for 18 years and switching to single stream was "the best move they ever made." They've seen a big increase in recycling since people were just taking it elsewhere before. They just purchased a new recycling truck with packer, side loader, hopper, and hook for tofers for \$220,000 under a Section 902 grant.
Notes on Yard Waste Collection	They save around \$75,000 per year since they switched to weekly yard waste collection from just doing the minimum collection required. They now collect 1200-1300 tons of yard waste, that isn't going to the landfill anymore. They have a 5-week chipping program in the fall that is very popular with residents.	They process their own leaves, but made a deal and take their yard waste to a neighboring township for \$0.01/pound.	They used to collect yard waste a few times a year, but since they collect weekly they saw much more waste diversion; 499 tons of yard waste diverted last year. They take yard waste to Abington Township.	They have a drop-off compost center open 3 days per week.
How do you enforce your ordinance?	They give a friendly written notice to homes that aren't recycling (mentioning possibility of a fine for non-compliance). If the hauler notices recycling in trash or trash in recycling they will leave a note and not collect.	They supply a 32-gallon recycling bin, or request recycling in clear bags. If there is trash in recycling, or recycling in trash, they do not pickup, but leave a red tag with a phone number to call for information. Red tags are tracked by the code department. After 2 tags they issue a warning and talk to them, after that they get a citation to go to court.	They send a friendly letter for those in non-compliance, which usually works.	If drivers notice a violation they will send them a letter to comply or be fined.
How do you educate residents?	Website, TV access channel, Bi-annual newsletter.	5-7 articles per year, Website, Mailings, Handouts given with red tags.	Website, Environmental Advisory Committee does a lot of education on recycling, like hold meetings, and have special events for shredding, make flyers to send out, do projects at the school district, received a grant to produce recycling magnets - the school delivered them door to door.	Website, Brochures. They received Section 902 grant money for the new recycling truck and associated advertising.
How do you educate commercial businesses?	The recycling coordinator sends each business a reply postcard to report their recycling hauler. Also website, and newsletter.	In general, businesses must contract with their own hauler. They offer trash and recycling pickup to small businesses for \$50/quarter and \$125/ton. Trucks have an onboard scale. Recycling is free, so there is incentive to recycle.		
Dropoff Program	They have a \$20 fee for dropping off electronics. They have a company from NJ pick up their e-waste.			

*Note: The information above is based on phone conversations with Municipal representatives and figures may be approximate. KRF did not obtain hard copy verification of tonnages, costs, etc.

Appendix D

Financial Analysis of Program Options

APPENDIX D

RTA #589 East Greenville Borough and Pennsburg Borough Financial Analysis of Options

**OPTION A: Status Quo, In-house, Every-Other-Week, Source Separated Recycling Collection and Processing with In-house Purchase of New Truck
Bag Fees Increase to \$1.25/bag, and Bulk Tag Fees increase to \$15**

Income	Current Annual Budget (based on 2015 or 2014)	Adjusted Budget (Estimated)	Assumptions
Material Sales	\$9,716	\$9,716	
EGB Trash Bill Dues	\$132,000	\$132,000	
EGB Trash Bag Sales	\$58,983	\$73,729	increase cost to \$1.25/bag
EGB Bulk Item Tag Sales	\$2,885	\$8,655	increase tag fee from \$5 to \$15
PB Trash Bill Dues	\$128,020	\$128,020	
PB Trash Bag Sales	\$77,000	\$96,250	increase cost to \$1.25/bag
PB Bulk Item Tag Sales	\$3,670	\$11,010	increase tag fee from \$5 to \$15
Section 904 Grant	\$608	\$1,022	100 tons of commercial (assume already occurring but not recorded)
Interest on Savings	\$4	\$4	
Total Income	\$412,886	\$460,406	
Expenses			
Recycling Center Utilities & Property Expenses	\$10,383	\$10,383	
Diesel Fuel	\$1,841	\$1,841	
Equip. Supply & Repair	\$2,066	\$2,066	
Truck Repairs & Exp.	\$3,904	\$1,952	New Truck requires half the repair costs
Insurance & Bank Charges	\$2,311	\$2,311	
EGB Trash Hauling Contract	\$152,000	\$152,000	
EGB Trash Bag Purchase	\$17,635	\$17,635	
EGB Trash Bulk Stickers	\$182	\$182	
PB Trash Hauling Contract	\$131,564	\$131,564	
PB Trash Bag Purchases	\$18,000	\$18,000	
Glass Hauling	\$920	\$920	
Paper Dumpster Fee	\$2,400	\$2,400	
Landfill Fees			included in trash hauling contract
Recyclery Fees			
Contract Recycling Hauling			
Recycling Education			
Yard Waste Collection			included in staff salary cost
EGB Admin & Staff Salaries - Collection & Processing	\$28,900	\$28,900	
EGB Boy Scout Collection Donation	\$2,400	\$2,400	
PB Admin & Staff Salaries - Collection & Processing	\$26,500	\$26,500	
New Truck, annual payment		\$46,195	New Truck required for In-house hauling, Assume no Section 902 grant acquired due to only every-other-week collection and no ordinance, $i=5\%APR, n=5yr\ loan, Present\ Value\ P = 200,000, Annual\ Payment = P*((i*(1+i)^n)/((1+i)^n-1))$
New Trash Cans			
EGB & PB Salary - Hauling			
Total Expense	\$401,006	\$445,249	
Net Income	\$11,880	\$15,156	
Difference in Net Income	\$0	\$3,277	

Note: The above calculations are for illustration purposes only, and based on many assumptions. Actual costs and rates should be obtained, and a more thorough financial analysis performed before making program modification decisions.

Average Household spends:	
\$116	on trash fees
\$76	on trash bags
\$9	on bulk item tags
\$201	in total

APPENDIX D

RTA #589 East Greenville Borough and Pennsburg Borough Financial Analysis of Options

**OPTION B: In-house, Every-Other-Week, Single Stream Recycling Collection and Hauling to MRF with In-house Purchase of New Truck
Bag Fees Increase to \$1.20/bag, and Bulk Tag Fees increase to \$15**

Income	Current Annual Budget (based on 2015 or 2014)	Adjusted Budget (Estimated)	Assumptions
Material Sales	\$9,716		in the current market, an MRF does not pay for recyclables
EGB Trash Bill Dues	\$132,000	\$132,000	
EGB Trash Bag Sales	\$58,983	\$63,702	10% reduction in sales due to increased recycling, increase cost to \$1.20/bag
EGB Bulk Item Tag Sales	\$2,885	\$8,655	increase tag fee from \$5 to \$15
PB Trash Bill Dues	\$128,020	\$128,020	
PB Trash Bag Sales	\$77,000	\$83,160	10% reduction in sales due to increased recycling, increase cost to \$1.20/bag
PB Bulk Item Tag Sales	\$3,670	\$11,010	increase tag fee from \$5 to \$15
Section 904 Grant	\$608	\$5,700	100 tons of commercial (assume already occurring but not recorded) and 450 tons of residential recycling reported (10% recycling rate)
Interest on Savings	\$4	\$4	
Total Income	\$412,886	\$432,250	
Expenses			
Recycling Center Utilities & Property Expenses	\$10,383	\$5,192	50% reduction due to decommissioning processing facility
Diesel Fuel	\$1,841	\$6,611	Add'l Fuel Cost for Hauling: 450 tons recycling * (1 trip/ 5 tons) * (48 miles / roundtrip) * (1 gallon/ 3 miles) * (\$3.30/gallon) = \$4770
Equip. Supply & Repair	\$2,066		not needed due to decommissioning processing facility
Truck Repairs & Exp.	\$3,904	\$1,952	New Truck requires half the repair costs
Insurance & Bank Charges	\$2,311	\$2,311	
EGB Trash Hauling Contract	\$152,000	\$152,000	
EGB Trash Bag Purchase	\$17,635	\$15,872	10% reduction in sales due to increased recycling
EGB Trash Bulk Stickers	\$182	\$182	
PB Trash Hauling Contract	\$131,564	\$131,564	
PB Trash Bag Purchases	\$18,000	\$16,200	10% reduction in sales due to increased recycling
Glass Hauling	\$920		not needed
Paper Dumpster Fee	\$2,400		not needed
Landfill Fees			included in trash hauling contract
Recyclery Fees		\$13,500	450 tons * (\$30/ton)
Contract Recycling Hauling		\$2,235	\$1/household for education for new single stream system
Recycling Education			included in staff salary cost
Yard Waste Collection			(20/33) reduction due to no processing time required, Collection is (13hr/33hr) per week
EGB Admin & Staff Salaries - Collection & Processing	\$28,900	\$11,385	
EGB Boy Scout Collection Donation	\$2,400		not needed
PB Admin & Staff Salaries - Collection & Processing	\$26,500	\$10,439	(20/33) reduction due to no processing time required, Collection is (13hr/33hr)
New Truck, annual payment		\$46,195	New Truck required for In-house hauling, Assume no Section 902 grant acquired due to only every-other-week collection and no ordinance, i=5%APR, n=5yr loan, Present Value P = 200,000, Annual Payment = $P * ((1+i)^n) / ((1+i)^n - 1)$
New Trash Cans			
EGB & PB Salary - Hauling		\$3,031	450 tons * (1 trip/5 tons) * (2 hours/trip) * (\$28,900/1,716 hours)
Total Expense	\$401,006	\$418,669	
Net Income	\$11,880	\$13,582	
Difference in Net Income	\$0	\$1,702	

Note: The above calculations are for illustration purposes only, and based on many assumptions. Actual costs and rates should be obtained, and a more thorough financial analysis performed before making program modification decisions.

Average Household spends:	
\$116	on trash fees
\$66	on trash bags
\$9	on bulk item tags
\$191	in total

APPENDIX D

RTA #589 East Greenville Borough and Pennsburg Borough Financial Analysis of Options

OPTION C: In-house, Every-Week, Single Stream Recycling Collection and Hauling to MRF with Purchase of New Truck under Section 902 Grant, Recycling Ordinance Enacted, Bag Fees Increase to \$1.20/bag, and Bulk Tag Fees increase to \$15

Income	Current Annual Budget (based on 2015 or 2014)	Adjusted Budget (Estimated)	Assumptions
Material Sales	\$9,716		in the current market, an MRF does not pay for recyclables
EGB Trash Bill Dues	\$132,000	\$132,000	
EGB Trash Bag Sales	\$58,983	\$60,163	15% reduction in sales due to increased recycling, increase cost to \$1.20/bag
EGB Bulk Item Tag Sales	\$2,885	\$8,655	increase tag fee from \$5 to \$15
PB Trash Bill Dues	\$128,020	\$128,020	
PB Trash Bag Sales	\$77,000	\$78,540	15% reduction in sales due to increased recycling, increase cost to \$1.20/bag
PB Bulk Item Tag Sales	\$3,670	\$11,010	increase tag fee from \$5 to \$15
Section 904 Grant	\$608	\$16,600	100 tons of commercial assume already occurring but not recorded, plus 200 add'l commercial tons due to ordinance, and 800 tons of residential recycling reported (20% recycling rate)
Interest on Savings	\$4	\$4	
Total Income	\$412,886	\$434,991	
Expenses			
Recycling Center Utilities & Property Expenses	\$10,383	\$5,192	50% reduction due to decommissioning processing facility
Diesel Fuel	\$1,841	\$12,162	Add'l Fuel Cost to Haul Recycling: 800 tons recycling * (1 trip/ 5 tons) * (48 miles / roundtrip) * (1 gallon/ 3 miles) * (\$3.30/gallon) = \$8480, Add'l Fuel Cost to Collect Recycling: \$7811 (assume doubling collection frequency = doubling collection fuel cost)
Equip. Supply & Repair	\$2,066		not needed due to decommissioning processing facility
Truck Repairs & Exp.	\$3,904	\$1,952	New Truck requires half the repair costs
Insurance & Bank Charges	\$2,311	\$2,311	
EGB Trash Hauling Contract	\$152,000	\$152,000	
EGB Trash Bag Purchase	\$17,635	\$14,990	15% reduction in sales due to increased recycling
EGB Trash Bulk Stickers	\$182	\$182	
PB Trash Hauling Contract	\$131,564	\$131,564	
PB Trash Bag Purchases	\$18,000	\$15,300	15% reduction in sales due to increased recycling
Glass Hauling	\$920		not needed
Paper Dumpster Fee	\$2,400		not needed
Landfill Fees			included in trash hauling contract
Recyclery Fees		\$24,000	800 tons * (\$30/ton)
Contract Recycling Hauling			
Recycling Education		\$2,235	\$1/household for education for new single stream system
Yard Waste Collection			included in staff salary cost
EGB Admin & Staff Salaries - Collection & Processing	\$28,900	\$22,770	Collection is currently 13hr of every 33 staff hours for every-other-week pickup, double that for every-week pickup, and subtract 20hr/wk staff time for processing recyclables
EGB Boy Scout Collection Donation	\$2,400		not needed
PB Admin & Staff Salaries - Collection & Processing	\$26,500	\$20,879	Collection is currently 13hr of every 33 staff hours for every-other-week pickup, double that for every-week pickup, and subtract 20hr/wk staff time for processing recyclables
New Truck, annual payment		\$4,619	New Truck required for In-house hauling, Assume Section 902 grant acquired covers 90%, i=5%APR, n=5yr loan, Truck = \$200,000, Borough Share Present Value P = 20,000, Annual Payment = $P*((1+i)^n)/((1+i)^n-1)$
New Trash Cans			
EGB & PB Salary - Hauling		\$5,389	800 tons * (1 trip/5 tons) * (2 hours/trip) * (\$28,900/1,716 hours)
Total Expense	\$401,006	\$415,545	
Net Income	\$11,880	\$19,447	
Difference in Net Income	\$0	\$7,567	

Note: The above calculations are for illustration purposes only, and based on many assumptions. Actual costs and rates should be obtained, and a more thorough financial analysis performed before making program modification decisions.

Average Household spends:	
\$116	on trash fees
\$62	on trash bags
\$9	on bulk item tags
\$187	in total

APPENDIX D

RTA #589 East Greenville Borough and Pennsburg Borough Financial Analysis of Options

OPTION D: In-house, Every-Week, Single Stream Recycling Collection and Hauling to MRF with Purchase of New Truck under Section 902 Grant, Recycling Ordinance Enacted, Annual Fee Increase to \$165, and Bulk Tag Fees increase to \$15

Income	Current Annual Budget (based on 2015 or 2014)	Adjusted Budget (Estimated)	Assumptions
Material Sales	\$9,716		in the current market, an MRF does not pay for recyclables
EGB Trash Bill Dues	\$132,000	\$192,743	increase annual waste fee to \$165 per household with same % increase for latepay and delinquency, therefore current amount *(165/113)
EGB Trash Bag Sales	\$58,983	\$2,949	Current average resident uses 60 bags/year, with 15% reduction in bag use due to increased recycling that is approx. 52 bags/year or 1 bag /week, equivalent to 1 can/wk, therefore assume 95% reduction in bag sales
EGB Bulk Item Tag Sales	\$2,885	\$8,655	increase tag fee from \$5 to \$15
PB Trash Bill Dues	\$128,020	\$192,030	increase annual waste fee to \$165 per household with same % increase for latepay and delinquency, therefore current amount *(165/110)
PB Trash Bag Sales	\$77,000	\$3,850	Current average resident uses 60 bags/year, with 15% reduction in bag use due to increased recycling that is approx. 52 bags/year or 1 bag /week, equivalent to 1 can/wk, therefore assume 95% reduction in bag sales
PB Bulk Item Tag Sales	\$3,670	\$11,010	increase tag fee from \$5 to \$15
Section 904 Grant	\$608	\$16,600	100 tons of commercial assume already occurring but not recorded, plus 200 add'l commercial tons due to ordinance, and 800 tons of residential recycling reported (20% recycling rate)
Interest on Savings	\$4	\$4	
Total Income	\$412,886	\$427,841	
Expenses			
Recycling Center Utilities & Property Expenses	\$10,383	\$5,192	50% reduction due to decommissioning processing facility
Diesel Fuel	\$1,841	\$12,162	Add'l Fuel Cost to Haul Recycling: 800 tons recycling * (1 trip/ 5 tons) * (48 miles / roundtrip) * (1 gallon/ 3 miles) * (\$3.30/gallon) = \$8480, Add'l Fuel Cost to Collect Recycling: \$7811 (assume doubling collection frequency = doubling collection fuel cost)
Equip. Supply & Repair	\$2,066		not needed due to decommissioning processing facility
Truck Repairs & Exp.	\$3,904	\$1,952	New Truck requires half the repair costs
Insurance & Bank Charges	\$2,311	\$2,311	
EGB Trash Hauling Contract	\$152,000	\$152,000	
EGB Trash Bag Purchase	\$17,635	\$882	assume 95% reduction in bag sales, see bag sales assumption above
EGB Trash Bulk Stickers	\$182	\$182	
PB Trash Hauling Contract	\$131,564	\$131,564	
PB Trash Bag Purchases	\$18,000	\$900	assume 95% reduction in bag sales, see bag sales assumption above
Glass Hauling	\$920		not needed
Paper Dumpster Fee	\$2,400		not needed
Landfill Fees			included in trash hauling contract
Recyclery Fees		\$24,000	800 tons * (\$30/ton)
Contract Recycling Hauling		\$2,235	\$1/household for education for new single stream system
Recycling Education			
Yard Waste Collection			included in staff salary cost
EGB Admin & Staff Salaries - Collection & Processing	\$28,900	\$22,770	Collection is currently 13hr of every 33 staff hours for every-other-week pickup, double that for every-week pickup, and subtract 20hr/wk staff time for processing recyclables
EGB Boy Scout Collection Donation	\$2,400		not needed
PB Admin & Staff Salaries - Collection & Processing	\$26,500	\$20,879	Collection is currently 13hr of every 33 staff hours for every-other-week pickup, double that for every-week pickup, and subtract 20hr/wk staff time for processing recyclables
New Truck, annual payment		\$4,619	New Truck required for In-house hauling, Assume Section 902 grant acquired covers 90%, i=5%APR, n=5yr loan, Truck = \$200,000, Borough Share Present Value P = 20,000, Annual Payment = $P*((1+i)^n)/((1+i)^n-1)$
New Trash Cans, annual payment		\$25,811	\$50/can * 2235 households = \$111,750, Assume i=5%APR, n=5yr loan, Cans (P)resent Value = \$111,750, , Annual Payment = $P*((1+i)^n)/((1+i)^n-1)$
EGB & PB Salary - Hauling		\$5,389	800 tons * (1 trip/5 tons) * (2 hours/trip) * (\$28,900/1,716 hours)
Total Expense	\$401,006	\$412,848	
Net Income	\$11,880	\$14,993	
Difference in Net Income	\$0	\$3,114	

Note: The above calculations are for illustration purposes only, and based on many assumptions. Actual costs and rates should be obtained, and a more thorough financial analysis performed before making program modification decisions.

Average Household spends:	
\$172	on trash fees
\$3	on trash bags
\$9	on bulk item tags
\$184	in total

APPENDIX D

RTA #589 East Greenville Borough and Pennsburg Borough Financial Analysis of Options

OPTION E: Contracted, Every-Other-Week, Single Stream Recycling Collection, No New Truck Required

Bag Fees Increase to \$1.75/bag, and Bulk Tag Fees increase to \$15

Income	Current Annual Budget (based on 2015 or 2014)	Adjusted Budget (Estimated)	Assumptions
Material Sales	\$9,716		in the current market, an MRF does not pay for recyclables
EGB Trash Bill Dues	\$132,000	\$132,000	
EGB Trash Bag Sales	\$58,983	\$92,898	10% reduction in sales due to increased recycling, increase cost to \$1.75/bag
EGB Bulk Item Tag Sales	\$2,885	\$8,655	increase tag fee from \$5 to \$15
PB Trash Bill Dues	\$128,020	\$128,020	
PB Trash Bag Sales	\$77,000	\$121,275	10% reduction in sales due to increased recycling, increase cost to \$1.75/bag
PB Bulk Item Tag Sales	\$3,670	\$11,010	increase tag fee from \$5 to \$15
Section 904 Grant	\$608	\$5,700	100 tons of commercial (assume already occurring but not recorded) and 450 tons of residential recycling reported (10% recycling rate)
Interest on Savings	\$4	\$4	
Total Income	\$412,886	\$499,562	
Expenses			
Recycling Center Utilities & Property Expenses	\$10,383	\$5,192	50% reduction due to decommissioning processing facility
Diesel Fuel	\$1,841	\$500	Fuel only required for yard waste pickup
Equip. Supply & Repair	\$2,066		not needed due to decommissioning processing facility
Truck Repairs & Exp.	\$3,904	\$1,000	Truck only required for yard waste pickup
Insurance & Bank Charges	\$2,311	\$2,311	
EGB Trash Hauling Contract	\$152,000	\$152,000	
EGB Trash Bag Purchase	\$17,635	\$15,872	10% reduction in sales due to increased recycling
EGB Trash Bulk Stickers	\$182	\$182	
PB Trash Hauling Contract	\$131,564	\$131,564	
PB Trash Bag Purchases	\$18,000	\$16,200	10% reduction in sales due to increased recycling
Glass Hauling	\$920		not needed
Paper Dumpster Fee	\$2,400		not needed
Landfill Fees			included in trash hauling contract
Recyclery Fees			included in recycling hauling contract
Contract Recycling Hauling		\$150,000	assume every-other-week recycling collection cost
Recycling Education		\$2,235	\$1/household for education for new single stream system
Yard Waste Collection			included in staff salary cost
EGB Admin & Staff Salaries - Collection & Processing	\$28,900	\$2,000	Staff only required for yard waste pickup
EGB Boy Scout Collection Donation	\$2,400		not needed
PB Admin & Staff Salaries - Collection & Processing	\$26,500	\$2,000	Staff only required for yard waste pickup
New Truck, annual payment			not needed
New Trash Cans			
EGB & PB Salary - Hauling			
Total Expense	\$401,006	\$481,055	
Net Income	\$11,880	\$18,507	
Difference in Net Income	\$0	\$6,627	

Note: The above calculations are for illustration purposes only, and based on many assumptions. Actual costs and rates should be obtained, and a more thorough financial analysis performed before making program modification decisions.

Average Household spends:	
\$116	on trash fees
\$96	on trash bags
\$9	on bulk item tags
\$221	in total

APPENDIX D

RTA #589 East Greenville Borough and Pennsburg Borough Financial Analysis of Options

OPTION F: Contracted, Every-Week, Single Stream Recycling Collection, no New Truck required

Annual Waste Fee Increase to \$120, Bag Fees Increase to \$2/bag, and Bulk Tag Fees increase to \$15

Income	Current Annual Budget (based on 2015 or 2014)	Adjusted Budget (Estimated)	Assumptions
Material Sales	\$9,716		in the current market, an MRF does not pay for recyclables
EGB Trash Bill Dues	\$132,000	\$140,177	increase annual waste fee to \$120 per household
EGB Trash Bag Sales	\$58,983	\$100,271	15% reduction in sales due to increased recycling, increase cost to \$2/bag
EGB Bulk Item Tag Sales	\$2,885	\$8,655	increase tag fee from \$5 to \$15
PB Trash Bill Dues	\$128,020	\$139,658	increase annual waste fee to \$120 per household
PB Trash Bag Sales	\$77,000	\$130,900	15% reduction in sales due to increased recycling, increase cost to \$2/bag
PB Bulk Item Tag Sales	\$3,670	\$11,010	increase tag fee from \$5 to \$15
Section 904 Grant	\$608	\$11,600	100 tons of commercial (assume already occurring but not recorded) and 800 tons of residential recycling reported (16% recycling rate)
Interest on Savings	\$4	\$4	
Total Income	\$412,886	\$542,275	
Expenses			
Recycling Center Utilities & Property Expenses	\$10,383	\$5,192	50% reduction due to decommissioning processing facility
Diesel Fuel	\$1,841	\$500	Fuel only required for yard waste pickup
Equip. Supply & Repair	\$2,066		not needed due to decommissioning processing facility
Truck Repairs & Exp.	\$3,904	\$1,000	Truck only required for yard waste pickup
Insurance & Bank Charges	\$2,311	\$2,311	
EGB Trash Hauling Contract	\$152,000	\$152,000	
EGB Trash Bag Purchase	\$17,635	\$14,990	15% reduction in sales due to increased recycling
EGB Trash Bulk Stickers	\$182	\$182	
PB Trash Hauling Contract	\$131,564	\$131,564	
PB Trash Bag Purchases	\$18,000	\$15,300	15% reduction in sales due to increased recycling
Glass Hauling	\$920		not needed
Paper Dumpster Fee	\$2,400		not needed
Landfill Fees			included in trash hauling contract
Recyclery Fees			included in recycling hauling contract
Contract Recycling Hauling		\$200,000	assume weekly recycling collection cost
Recycling Education		\$2,235	\$1/household for education for new single stream system
Yard Waste Collection			included in staff salary cost
EGB Admin & Staff Salaries - Collection & Processing	\$28,900	\$2,000	Staff only required for yard waste pickup
EGB Boy Scout Collection Donation	\$2,400		not needed
PB Admin & Staff Salaries - Collection & Processing	\$26,500	\$2,000	Staff only required for yard waste pickup
New Truck, annual payment			not needed
New Trash Cans			
EGB & PB Salary - Hauling			
Total Expense	\$401,006	\$529,273	
Net Income	\$11,880	\$13,002	
Difference in Net Income	\$0	\$1,122	

Note: The above calculations are for illustration purposes only, and based on many assumptions. Actual costs and rates should be obtained, and a more thorough financial analysis performed before making program modification decisions.

Average Household spends:	
\$125	on trash fees
\$103	on trash bags
\$9	on bulk item tags
\$237	in total

APPENDIX D

RTA #589 East Greenville Borough and Pennsburg Borough Financial Analysis of Options

**OPTION G: Contracted, Every-Week, Single Stream Recycling Collection, with Purchase of New 40-gallon Trashcans
Annual Waste Fee Increase to \$215, and Bulk Tag Fees increase to \$15**

Income	Current Annual Budget (based on 2015 or 2014)	Adjusted Budget (Estimated)	Assumptions
Material Sales	\$9,716		in the current market, an MRF does not pay for recyclables
EGB Trash Bill Dues	\$132,000	\$251,150	increase annual waste fee to \$215 per household with same % increase for latepay and delinquency, therefore current amount *(215/113)
EGB Trash Bag Sales	\$58,983	\$2,949	Current average resident uses 60 bags/year, with 15% reduction in bag use due to increased recycling that is approx. 52 bags/year or 1 bag /week, equivalent to 1 can/wk, therefore assume 95% reduction in bag sales
EGB Bulk Item Tag Sales	\$2,885	\$8,655	increase tag fee from \$5 to \$15
PB Trash Bill Dues	\$128,020	\$250,221	increase annual waste fee to \$215 per household with same % increase for latepay and delinquency, therefore current amount *(215/110)
PB Trash Bag Sales	\$77,000	\$3,850	Current average resident uses 60 bags/year, with 15% reduction in bag use due to increased recycling that is approx. 52 bags/year or 1 bag /week, equivalent to 1 can/wk, therefore assume 95% reduction in bag sales
PB Bulk Item Tag Sales	\$3,670	\$11,010	increase tag fee from \$5 to \$15
Section 904 Grant	\$608	\$11,600	100 tons of commercial (assume already occurring but not recorded) and 800 tons of residential recycling reported (16% recycling rate)
Interest on Savings	\$4	\$4	
Total Income	\$412,886	\$539,439	
Expenses			
Recycling Center Utilities & Property Expenses	\$10,383	\$5,192	50% reduction due to decommissioning processing facility
Diesel Fuel	\$1,841	\$500	Fuel only required for yard waste pickup
Equip. Supply & Repair	\$2,066		not needed due to decommissioning processing facility
Truck Repairs & Exp.	\$3,904	\$1,000	Truck only required for yard waste pickup
Insurance & Bank Charges	\$2,311	\$2,311	
EGB Trash Hauling Contract	\$152,000	\$152,000	
EGB Trash Bag Purchase	\$17,635	\$882	assume 95% reduction in bag sales, see bag sales assumption above
EGB Trash Bulk Stickers	\$182	\$182	
PB Trash Hauling Contract	\$131,564	\$131,564	
PB Trash Bag Purchases	\$18,000	\$900	assume 95% reduction in bag sales, see bag sales assumption above
Glass Hauling	\$920		not needed
Paper Dumpster Fee	\$2,400		not needed
Landfill Fees			included in trash hauling contract
Recyclery Fees			included in recycling hauling contract
Contract Recycling Hauling		\$200,000	assume weekly recycling collection cost
Recycling Education		\$2,235	\$1/household for education for new single stream system
Yard Waste Collection			included in staff salary cost
EGB Admin & Staff Salaries - Collection & Processing	\$28,900	\$2,000	Staff only required for yard waste pickup
EGB Boy Scout Collection Donation	\$2,400		not needed
PB Admin & Staff Salaries - Collection & Processing	\$26,500	\$2,000	Staff only required for yard waste pickup
New Truck, annual payment			not needed
New Trash Cans		\$25,811	\$50/can * 2235 households = \$111,750, Assume i=5%APR, n=5yr loan, Cans (P)resent Value = \$111,750, , Annual Payment = $P*((i*(1+i)^n)/((1+i)^n-1))$
EGB & PB Salary - Hauling			
Total Expense	\$401,006	\$526,577	
Net Income	\$11,880	\$12,863	
Difference in Net Income	\$0	\$983	

Note: The above calculations are for illustration purposes only, and based on many assumptions. Actual costs and rates should be obtained, and a more thorough financial analysis performed before making program modification decisions.

Average Household spends:	
\$224	on trash fees
\$3	on trash bags
\$9	on bulk item tags
\$236	in total

Appendix E

Terracycle® Collection Alternative

East Greenville has been partnering with the Boy Scouts for paper recycling collection for the past 25 years. Recognizing that this partnership is important, but the infrequent paper collection may be a cause of low participation, the Boroughs may consider instead hosting Terracycle® recycling at the center and having the Boy Scouts box and ship materials (shipping is paid by Terracycle®). Terracycle® is a free fund-raising opportunity for institutions that agree to collect non-standard items for recycling, such as toothbrushes, baby food pouches, energy bar wrappers, binders, drink pouches, solo cups, writing instruments, and much more. The institution (i.e., the Boy Scouts) receives money for the amount or weight of items recycled. Details about the program can be found at: www.terracycle.com. Terracycle® recycling would give residents an additional opportunity for waste diversion, while continuing to provide the Boy Scouts with a small amount of additional income and an opportunity to serve the community. Listed below are the free Terracycle® recycling opportunities available as of May 2016.

[Baby Food Pouch Recycling Program: Earth's Best®](#)

[Baby Food Pouch Recycling Program: Ella's Kitchen®](#)

[Bear Naked® Recycling Program](#)

[Brita® Recycling Program](#)

[Cigarette Waste Recycling Program](#)

[Cleaner Packaging Recycling Program](#)

[Colgate® Oral Care Recycling Program](#)

[Colgate® Wisp® Recycling Program](#)

[Drink Pouch Recycling Program: Capri Sun](#)

[Drink Pouch Recycling Program: Honest Kids](#)

[Earthborn Holistic® Recycling Program](#)

[Energy Bar Wrapper Recycling Program: Clif Bar®](#)

[Energy Bar Wrapper Recycling Program: LÄRABAR®](#)

[Entenmann's® Little Bites® Pouch Recycling Program](#)

[Everpure Water Filter Recycling Program](#)

[Glad® Food Storage Recycling Program](#)

[GoGo squeeZ® Recycling Program](#)

[Instrument Strings Recycling Program](#)

[LemonKind® Recycling Envelope Program](#)

[MOM Brands® Cereal Bag Recycling Program](#)

[Open Farm Recycling Program](#)

[PepsiCo Recycle Rally](#)

[Performance Nutrition Recycling Program](#)

[Personal Care and Beauty Recycling Program](#)

[PUR® Recycling Program](#)

[Scotch® Tape Recycling Program](#)

[Snack Bag Recycling Program](#)

[Solo® Cup Recycling Program](#)

[The Naked Grape Wine Box Recycling Program](#)

[Tom's of Maine Natural Care Recycling Program](#)

[Wellness® Pet Food Recycling Program](#)

[Writing Instruments Recycling Program](#)

Appendix F

Example Waste Hauler Services Bid Sheet

BID SHEET



(See Section X for explanation of Options, Recycling is Single Stream and Trash pick-up includes bulk item collection)

All bids are annual lump-sum.	YEAR 1	YEAR 2	YEAR 3	YEAR 1, 2, & 3 TOTAL	YEAR 4 (AT BOROUGH'S OPTION)	YEAR 5 (AT BOROUGH'S OPTION)
Option 1: Once-per-Week Trash Only Collection						
Option 2: Once-per-Week Recycling Only Collection						
Option 3: Every-other-Week Recycling Only Collection						
COMBINATION OPTIONS 4 & 5						
Option 4: Combination Once-per-week Trash and Once-per-Week Recycling Collection						
Option 5: Combination Once-per-Week Trash and Every-other-Week Recycling Collection						
ADD-ONS						
Add-On for Trash Service: Provide one 40-gallon trash receptacle per household						
Add-On for Recycling Service: Provide one \geq 50-gallon receptacle per household						

Appendix G

Comparison of Program Options

APPENDIX G
RTA #589 East Greenville Borough and Pennsburg Borough Financial Analysis of Options
OPTIONS COMPARISON

Option	Recycling Rate (est.)	Average Cost Per Household (est.)	Efficiency Rating (est.) ² (1- ineffective, 14 - very good)
A Status Quo, In-house, Every-Other-Week, Source Separated Recycling Collection and Processing with In-house Purchase of New Truck, Bag Fees Increase to \$1.25/bag, and Bulk Tag Fees increase to \$15	2%	\$201	1.0
B In-house, Every-Other-Week, Single Stream Recycling Collection and Hauling to MRF with In-house Purchase of New Truck, Bag Fees Increase to \$1.20/bag, and Bulk Tag Fees increase to \$15	10%	\$191	5.2
 C In-house, Every-Week, Single Stream Recycling Collection and Hauling to MRF with Purchase of New Truck under Section 902 Grant, Recycling Ordinance Enacted, Bag Fees Increase to \$1.20/bag, and Bulk Tag Fees increase to \$15	20%	\$187	10.7
 D In-house, Every-Week, Single Stream Recycling Collection and Hauling to MRF with Purchase of New Truck under Section 902 Grant, and new Cans, Recycling Ordinance Enacted, Annual Fee Increase to \$165, and Bulk Tag Fees increase to \$15	20%	\$184	10.9
E Contracted, Every-Other-Week, Single Stream Recycling Collection, No New Truck Required, Bag Fees Increase to \$1.75/bag, and Bulk Tag Fees increase to \$15	10%	\$221	4.5
F Contracted, Every-Week, Single Stream Recycling Collection, no New Truck Required, Annual Waste Fee Increase to \$120, Bag Fees Increase to \$2/bag, and Bulk Tag Fees increase to \$15	16%	\$237	6.8
G Contracted, Every-Week, Single Stream Recycling Collection, 40-gallon Municipal-Provided Cans, Annual Waste Fee Increase to \$215, and Bulk Tag Fees increase to \$15	16%	\$236	6.8

Notes:

1. The above calculations are for illustration purposes only, and based on many assumptions. Actual costs and rates should be obtained, and a more thorough financial analysis performed before making program modification decisions.
2. Efficiency Rating = (Recyc. Rate/ Household Cost) *100. An efficiency rating of 14 is equivalent to a 25% recycling rate at an annual cost of \$175 per household.
3. Options C and D both have higher efficiency ratings and relatively low per-household costs. While Option D has a slightly higher efficiency rating, and slightly lower per-household cost, both options could be recommended, and the choice would depend on whether the Boroughs want to switch to a can program or stay with the bags only.

Appendix H

Draft Residential Communications

Recycling

is now Mandatory for Residents and Businesses

Residents and Businesses in East Greenville and Pennsburg Boroughs are now required, by ordinance, to recycle. With the need for updated equipment, the Boroughs chose to update the trash and recycling program to reduce the overall cost to residents. The result is a more effective, lower-cost, user-friendly program. Residents may put all recyclables in one can for weekly pickup. Residents may put trash in the provided 40-gallon can at no extra charge, and purchase \$1 bags for additional trash, as before.



Fee Changes mean less cost to you!

New Fee Schedule

Annual Fee w/Trashcan	\$160
Additional Trash	\$1/bag
Bulk Item Tag	\$15

The Boroughs were faced with the decision to update the trash and recycling program to keep average annual household waste costs the same, or increase average household costs to pay for updated equipment. The new program and associated fee changes actually mean less cost to residents! Plus, the new program makes it easier than ever to recycle!



Weekly Single Stream Recycling!



East Greenville and Pennsburg Boroughs

Recycle

The Single Stream Difference

Recycling, Waste, and Compost Handy Reference Guide

Contact Us

East Greenville Borough 215-679-5194 www.egreenville.org
 Pennsburg Borough 215-679-4546 x3 www.pennsburg.us
 Pennsburg Recycling Center 76 W. 6th Street M-F 7am-3:30pm



East Greenville and Pennsburg Trash & Recycling Guide



TRASH - weekly

In the Provided 40-gallon can
Buy \$1 Trashbags for Extra Trash

- Food Waste
- Diapers
- Broken Glass
- Plastic Wrapping
- Light Bulbs (not fluorescent)
- Plate Glass and Mirrors
- Ceramic Dishes
- Soiled Paper and Cardboard
- Dry, Empty Paint Cans
- Rags, Unusable Clothing
- Broken Large Plastic Toys

DO NOT INCLUDE

- Hot coals or ashes
- Paint
- Liquid or Hazardous Waste
- Electronics/ E-waste
- Recyclables

E-WASTE

Per PA law, E-Waste must be recycled, see the Borough websites for more details. Includes:

- | | | |
|-----------|----------------------------|-------|
| Computers | Printers | TVs |
| Monitors | Cables | Wires |
| Phones | Electronic Equipment, Etc. | |

RECYCLING - weekly

Mixed All in One Can

- Clean/Dry Paper
 - Cardboard
 - Newspaper
 - Junk Mail
 - White Paper
 - Magazines
 - Phone Books
 - Egg Cartons
 - Paper Bags
 - Waxy Milk Cartons
- Plastic, Symbols 1-7
- Steel and Aluminum Cans
- Glass Bottles and Jars

DO NOT INCLUDE

- Plastic Bags (deposit at grocery store)
- Syringes/Sharps
- Caps/Lids
- Styrofoam
- Large Plastic Furniture/Toys
- Mirrors, Scrap Metal

www.egreenville.org

www.pennsburg.us

Recycling takes a little effort, but makes a big difference. Thank you for your participation!

YARD WASTE - see website

- Leaves – look for posted schedule
- Branch Chipping (under 2-inch diameter) – April through October see website schedule
- Christmas Trees – weekly in Jan.

DO NOT INCLUDE

- Grass Clippings
- Vines
- Weeds
- Lumber
- Dirt/Rocks
- Pet Waste

COMPOST AT HOME

- Vegetable and Fruit Scraps
- Eggshells
- Leaves
- Grass Clippings
- Trimmings/Weeds

OTHER MATERIALS

Recycling is available for other materials, see the Borough websites and earth911.org

Appendix I

Draft Website Text

Recycling and Solid Waste Information

East Greenville Borough offers year round curbside weekly trash collection and every-other-week recycling collection to our residents. All residences that utilize our solid waste services should purchase Borough trash bags at local retailers. Trash and recycling that is not set out correctly will not be collected. **Your cooperation in the recycling program helps to keep recycling costs down, while saving money on trash disposal and helping the environment.** Click on links below for more information. If you have any questions, please call the Borough office at 215-679-5194.

Trash Collection

[Schedule / Holidays](#)

[Pay-As-You-Throw Trash Bags](#)

[Bulk Items](#)

Recycling Collection

[Schedule](#)

[Acceptable Items](#)

Recycling Drop-off

[Recycling Center](#)

[Paper/Newspaper](#)

Yard Waste

[Leaf Collection](#)

[Branch Collection and Chipping](#)

[Christmas Tree Collection](#)

[Composting](#)

Recycling Events

[Household Hazardous Waste](#)

[Electronics](#)

Commercial Recycling

Contacts/ Links

Trash Collection

Schedule / Holidays

Trash is collected every Wednesday morning. You may place your trash out for collection no earlier than 12:00 PM (noon) on Tuesdays. All trash must be inside an East Greenville Borough Trash Bag.

Points to Remember About Trash Collection

1. Only **four** bags of trash a week per residence may be placed out for collection, not to exceed the 50-pound weight limit.
2. All bags must be closed securely to prevent rubbish from being scattered by animals or wind.
3. **Do not** tie your trash bag to the handle of your can. This is not acceptable and may result in your trash being left behind.

4. Trash bags must be placed out on Tuesday nights for pick up Wednesday. Trash **may not** be placed out before **noon on Tuesday.**
5. All trash must be placed in a Borough bag. Tying bags around receptacles is not acceptable.
6. Keep in mind that failure to follow these rules will result in your trash not being taken away.
7. During holidays, the schedule may change. Check the home page for information if the scheduled collection falls on a holiday.

Pay-As-You-Throw Trash Bags

All trash must be inside an East Greenville Borough Trash Bag. These bags may be purchased at the following locations:

- East Greenville Borough Hall - 206 Main Street
- EZ-Shoppe - 404 Main Street
- Univest - 321 Main Street

The bags are sold in packs of 5 bags for \$5.00. If you wish to buy individual bags, you must purchase them at Borough Hall.

Bulk Items

Bulk items may be placed out with a Bulk Item Sticker. The cost is \$5.00 each. Bulk items included are those that can be picked up by two people including furniture, mattress, boxspring, lumber, carpeting (tied together), etc. Items not included are: tires, auto batteries, refrigerators, air conditioners, televisions, electronics, etc. Bulk item stickers are available where the trash bags are sold.

Recycling Collection

Schedule

Recycling pick-up is done for residents in the Borough **every other THURSDAY.** Please determine which Thursdays are your recycling days based on your street address.

East (all streets East of State Street)	West (State Street and all streets West)
Mar 31	Apr 7
Apr 14	Apr 21
Apr 28	May 5
May 22	May 19
May 26	June 2
June 9	June 16
June 23	June 30

Newspaper and cardboard are collected *curbside (not in alleys)* **the first SATURDAY** of each month by the Boy Scouts. (For the month of August, collection will take place on the second Saturday). Please separate cardboard from newspapers. Must be tied in bundles with sturdy string or twine on all four sides no larger than 4'x4'. **DO NOT** place in a plastic bag or bin! Failure to follow procedure will result in your recycling not being taken. Magazines can be collected, but please bundle them with newspaper, not cardboard.

Acceptable Items

Please separate your recyclables into these four categories for **every other THURSDAY** recycling:

1. Tin and aluminum cans
2. Plastics #1, 2, 3, 5, 7
3. Clear glass
4. Green and brown glass

Please separate your recyclables into these two categories for **every first SATURDAY** recycling:

1. Cardboard (tied with sturdy string, no larger than 4' x 4')
2. Newspapers and Magazines (do NOT place in a plastic bag or bin)

Recycling Drop-off Center

Recycling Center

Open Mon – Fri, 7:00am – 3:30pm
Pennsburg Borough Civic Building
76 W. 6th St., Pennsburg, PA 18073

Materials Accepted:

1. Tin and aluminum cans
2. Plastics #1, 2, 3, 5, 7
3. Clear glass
4. Green and brown glass
5. CFL lightbulbs

The Recycling Center is located behind the Pennsburg Civic Building on West Sixth Street in Pennsburg. You may drop your recycling at the center during its operating hours. Please refrain from dropping recycling during off hours.

Paper/Newspaper

Newspaper, office paper, & magazines can be dropped off 24 hours a day at the Pennsburg Fire Company, 5th & Penn Streets, Pennsburg, PA 18073. ***Wrapping paper is recyclable.***

Yard Waste

Leaf Collection

Leaves are collected curbside twice per year, typically in November and December. Watch for communications from the Borough for exact leaf collection times. Leaf collection includes only leaves. Grass clippings and branches are NOT to be included.

Branch Collection and Chipping

Branches are collected and chipped April through October. Monday is the scheduled pick up day. However, due to the popularity of this service or inclement weather, we may not complete the pick up until later in the week.

- Place branches where you place your trash.
- We can spend no more than 10 minutes at any given stop.
- Stacking branches in an orderly fashion as close to the alley as possible saves pick up time. You may place smaller branches in a container to assist the crew.
- Branches must be less than 2 inches in diameter.
- We cannot remove downed trees.
- Remove all soil and dirt from shrub roots.
- No boards or lumber.
- No weeds.

Christmas Tree Collection

Christmas trees are collected curbside weekly in January. Place your trees where you would normally place branches for pickup, with ornaments and tinsel removed.

Composting

Backyard Composting is an easy way to reduce waste, and reuse plant materials. Composting requires a space of about 4' x 4'. Use a compost bin, or homemade enclosure of wood or fence, and pile leaves, grass clippings, and vegetable and fruit peels (no meats, bones, oils, dairy, or trash) in the enclosure. Turn the compost pile or add red wiggler worms to aid in the decomposition process. Decomposition can take up to 2-3 years, but the finished compost product is a great addition to your garden beds.

Recycling Events

Household Hazardous Waste (HHW)

Montgomery County Recycling Events in 2016:

Household Hazardous Waste, Paper Shredding, and Tires are posted on their website at MontgomeryCountyRecycles.org

Electronics

Electronics are no longer accepted at the recycling center in Pennsburg.

Below are some other options:

Best Buy www.bestbuy.com

215-804-0039

646 N. West End Blvd, Quakertown, PA 18951

Free & Easy Recycling -- visit their website and search for recycling.

(Video equipment & gadgets, Computers, Tablets, Phones, Cell Phones and Radios are some of the items that can be dropped at a Best Buy Store.) Schedule a TV pick-up for \$99 under their TV and Video Haul-Away Option.

Gigabiter www.gigabiter.com

484-681-5084

130 Penn Am Drive, Unit C, Quakertown, PA 18951

They are open Monday-Friday 7:00am to 5:00pm. No weekends.

Please visit their website for additional electronic recycling information.

There will be a fee for TVs and monitors only. Call for costs.

Commercial Recycling

Businesses in East Greenville Borough are responsible for contracting privately with a waste and recycling hauler. Smaller businesses may be able to obtain Borough-run waste collection services for a fee, call the Borough for details.

Contacts/ Links

East Greenville Borough Office 215-679-5194.

Montgomery County Recycling Hotline 610-278-3618

Find out where to recycle anything, www.Earth911.com

Look up MontCo Recycling Events www.montcopa.org/637/Recycling-Information

Find us on Facebook®:

Pennsburg/East Greenville Recycling Center

East Greenville Borough

Appendix J

Section 902 Grant Guidance

Act 101 Section 902 Recycling Grant Application Guidelines Regarding Proper Management of Recyclables, Including Leaf Waste

Assuring compliance with the terms and conditions of Act 101, the rules and regulations promulgated thereunder, other pertinent statutes and the Department's policies and grant guidance are key components of the Department's grant review process. The Act requires certain municipalities ("mandated municipalities") to recycle certain items and provide for the collection and composting of leaf waste. As such, any mandated municipality that allows the materials that are part of its municipal recycling program, including leaf waste, to be managed in a manner other than recycling or composting is in violation of Act 101. The Act also establishes the grant requirements for those communities not mandated to recycle. However, Act 175 states that the Department "shall not prohibit the award of any grant to a county or municipality that has adopted an ordinance allowing the limited burning of yard waste." Since grant funding is awarded on a competitive basis, the following guidelines have been developed to assure that a common understanding exists between the Department and municipalities regarding section 902 grant program requirements.

Mandated municipality requesting a section 902 grant:

1. DEP Regional Planning and Recycling Coordinators will review recycling ordinances and regulations submitted with the grant application to ensure compliance with Act 101, especially section 1501(c) (1)-(5), including commercial, municipal and institutional facilities and community events.
2. It will be assumed that a municipality that does not have an ordinance or regulation that addresses burning is not authorizing the burning of the materials that are part of its recycling program - unless the Department has evidence to the contrary. This evidence could include complaints or other information gathered by the Department.
3. The grant application should confirm that the municipality does not have an ordinance, regulation or other mechanism authorizing the burning of the materials listed in section 1501(c)(1)(i) and (iii) (except for leaf waste) that are part of its recycling program and that the municipality will enforce its recycling ordinances and regulations. Applications from municipalities that have adopted an ordinance allowing for the limited burning of yard waste will be evaluated on a case-by-case basis to ensure that, to the greatest extent practicable, sufficient effort has been made to comply with sections 1501(c)(1)(ii) and (iii) regarding the separation and composting of leaf waste.
4. The regional office should not recommend a grant until the municipality has adopted any necessary modifications to its ordinances or regulations in relation to these guidelines.

Non-mandated municipality requesting a section 902 grant:

Programs required by the municipality:

1. DEP Regional Planning and Recycling Coordinators will review recycling ordinances and other mechanisms submitted with the grant application to ensure compliance with Act 101, especially section 902(b)(3).
2. The recycling ordinance or other mechanism need only be applicable to that part(s) of the municipality that is being served by the recycling program.
3. It will be assumed that a municipality that does not have an ordinance or other mechanism that addresses burning is not authorizing the burning of the materials that are part of its recycling program - unless the Department has evidence to the contrary. This evidence could include complaints or other information gathered by the Department.
4. The grant application should confirm that the municipality does not have an ordinance, regulation or other mechanism authorizing the burning of the materials listed in section 1501(c)(1)(i) and (iii) (except for leaf waste) that are part of its recycling program and that the municipality will enforce its recycling ordinances and regulations. Applications from municipalities that have adopted an ordinance allowing for the limited burning of

yard waste will be evaluated on a case-by-case basis to ensure that, to the greatest extent practicable, sufficient effort has been made to operate the program according to the intent of sections 1501(c)(1)(ii) and (iii) regarding the separation and composting of leaf waste.

5. The regional office should not recommend a grant until the municipality has adopted any necessary modifications to its ordinances or regulations in relation to these guidelines.

Voluntary Participation Programs:

1. DEP will accept applications from municipalities that have voluntary programs, but funding for a program that allows any material that is part of its recycling program to be burned is unlikely except where the limited burning of yard waste is authorized by an ordinance. Applications from municipalities that have adopted an ordinance allowing for the limited burning of yard waste will be evaluated on a case-by-case basis to ensure that, to the greatest extent practicable, sufficient effort has been made to operate the program according to the intent of sections 1501(c)(1)(ii) and (iii) regarding the separation and composting of leaf waste.

2. It will be assumed that a municipality that does not have an ordinance or other mechanism that addresses burning is not authorizing the burning of the materials that are part of its recycling program - unless the Department has evidence to the contrary. This evidence could include complaints or other information gathered by the Department.

3. The regional office should not recommend a grant until the municipality has adopted any necessary modifications to its ordinances or regulations in relation to these guidelines.

County requesting a section 902 grant:

1. The above guidelines apply if a county requests a section 902 grant on behalf of one or more municipalities within its jurisdiction. The county must include appropriate documentation from each municipality to satisfy the above provisions as they relate to mandated and non-mandated municipalities. It is not necessary that the county adopt its own ordinance to enforce any program for which the municipalities are seeking funding assistance.

2. Counties requesting funds for recycling education only do not need to comply with the requirements of section 1501(c).

3. The Department does not consider counties to be responsible for enforcing municipal recycling ordinances.

4. A county that requests section 902 funding for a material recovery facility (MRF) should ensure that the host municipality does not allow the burning of the materials that are part of the county's recycling program.

5. The regional office should not recommend a grant until the relevant municipalities have adopted any necessary modifications to their ordinances or regulations in relation to these guidelines.

[Recycling Homepage](#)

Appendix K

2014 Section 904 Recycling Performance Grant Application

COMMONWEALTH OF PENNSYLVANIA
 DEPARTMENT OF ENVIRONMENTAL PROTECTION
 BUREAU OF WASTE MANAGEMENT
 DIVISION OF WASTE MINIMIZATION AND PLANNING

Application for Municipal Recycling Program Performance Grant
 The Pennsylvania Municipal Waste Planning, Recycling and Waste Reduction Act,
 Act 101 of 1988 (P.L. 556) Section 904
 PART I - APPLICANT INFORMATION

PLEASE FOLLOW ALL INSTRUCTIONS AS PROVIDED

1. APPLICANT: E G R E E N V I L L E P E N N S B U R G

2. OFFICIAL BUSINESS ADDRESS: NUMBER - BOX
 2 0 6

STREET
 M A I N

CITY - TOWN
 E A S T G R E E N V I L L E

STATE
 P A

ZIP CODE
 1 8 0 4 1 - 1 4 0 5

3. COUNTY: M O N T G O M E R Y

4. FEDERAL I.D. NUMBER: 2 3 6 0 0 2 9 8 5 5. FOR CALENDAR YEAR: 2 0 1 4

DEPARTMENT USE ONLY				
Vendor Number: _____				
Invoice Number: 904-__-14		Invoice Date: _____		
SAP FUND	BUDGET PERIOD	GEN. LED.	COST CENTER	INT. ORDER
200950000	20____	6600400	3522509000	35250000__
TOTAL AMOUNT APPROVED: <input style="width: 200px; height: 20px;" type="text"/>				
APPROVED FOR PAYMENT: _____				
				Date

PART II - A: CONTACT INFORMATION

Directions: Please answer the questions below. Attach additional pages if necessary. Please type or print all entries. DO NOT LEAVE ANY QUESTION BLANK.

1. Contact Person for this application: Jeanne W. Hopkins
Name of individual or company that compiled/completed this application (if different than above):
James Fry

2. Contact Person Telephone Number: (215) 679-4546 ext. 3 Fax Number: (215) 679-5140
Days of the Week and Times you may be contacted at above telephone number:
Monday - Friday 8 a.m. - 4 p.m.

3. Contact Person Email Address: jhopkins@pennsburg.us

4. Applicant's Designated Recycling Coordinator (if different than #1 above): James Fry
Telephone Number: (215) 679-5194
Email Address: codes@egreenville.org

5. Population (per the 2010 Decennial Census): Pennsburg - 3943 E. Greenville - 2951
Participating Municipalities: Pennsburg Borough and East Greenville Borough

6. Municipality website address: Pennsburg Borough - www.pennsburg.us
E. Greenville Borough - www.egreenville.org

Municipality, County

PART III - TONNAGE SUMMARY FORM

A. Residential Tonnage

Business Hauler/Market	Old Newsprint	High Grade Office Paper	Corrugated	Other Marketable Grades of Paper	Mixed Paper	Aluminum Cans	Steel or Bimetallic Cans	Mixed Cans (not scrap metals)	Amber Glass	Clear Glass	Green Glass	Mixed Glass	PET Plastics	HDPE Plastics	Other Plastics	Mixed Plastics	Commingled*	Single Stream*	Total
Rapid Recycling	12.07		.65																12.72
H. Blinderman						1.687	.35	4.918											6.955
Cougles Recycling			29.62							12.37		18.21	7.57	6.75	3.4				77.92
Totals	12.07		30.27			1.687	.35	4.918		12.37		18.21	7.57	6.75	.34				97.595

Total Residential Tons 97.595

*If claiming residential commingled or single stream tonnage, use the space below to list the materials included in the tonnage:

PART II - B: PERFORMANCE INFORMATION

1. TOTAL TONS OF ELIGIBLE MATERIALS RECYCLED: Use totals from Part III A & B - Tonnage Summary Forms to list the total tons of material recycled by your municipality for the calendar year covered by this application. Enter all figures in TONS. Round to the nearest tenth (0.1) of a ton.

<i>Residential Tons</i>	<i>Residential Residue*</i>	<i>Commercial Tons</i>	<i>Commercial Residue*</i>	TOTAL TONS
<u>97.595</u>	-	<u>0</u>	+	<u>0</u>
				-
				<u>0</u>
			=	<u>97.595</u>

*Residues are materials collected and weighed with recyclables but are not recycled. See Section C. Part II B 1. (b) and (d) of the instructions for more information.

2. If you are claiming a residue of less than 15 percent of the total Residential and/or Commercial tons recycled, please explain how this number was derived.

All materials collected are separated by hand and materials are separated or rejected as they are collected at curbside. All residue is discarded.

3. If the totals of materials listed in #1 above is greater or less than the amount collected in the previous year, list those factors that could account for the difference.

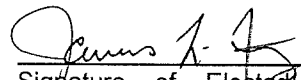
The tons of recycled materials is lower than the previous. Companies may be switching to lighter materials and residents may be recycling less.

PART II - C: STATEMENT AND VERIFICATION

The information contained in this application is true and correct to the best of my personal knowledge or information and belief.

I also understand the requirements of both Act 101 and Act 140. I hereby acknowledge that all of the requirements are being met by all municipalities participating jointly in this application (this statement is only applicable to those municipalities required to meet the requirements of one or both Acts).

This statement and verification is made subject to the penalties of 18 Pa. C.S.A § 4904 relating to unsworn falsification to authorities, which provides that if I make knowingly false averments, I may be subject to criminal penalties.



Signature of Elected/Appointed Municipal Official

James Fry
Recycling Coordinator

Title

September 25, 2015

Date

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