

Municipal Waste Planning, Recycling and Waste Reduction Act 101 of 1988 as amended by Act 140 of 2006

Municipality Compliance Checklist

Purpose:

- Encourage the development of waste reduction and recycling as a means of managing municipal waste, conserving resources and supplying energy through planning, grants and other incentives.
- Protect the public health, safety and welfare from the short- and long-term dangers of transportation, processing, treatment, storage and disposal of municipal waste.

Goals:

- An initial goal of Act 101 was to recycle at least 25% of all municipal waste and source separated recyclable materials generated which was achieved.
- An on-going goal is for each person living or working to be taught the economic, environmental and energy value of recycling and waste reduction and be encouraged through a variety of means to participate in such activities.

Municipal Applicability:

- *Act 101 Mandated Municipality* - A population of at least 10,000 or a population of at least 5,000 with a population density of at least 300 people per square mile. Population is determined by the most recent decennial census conducted by the Bureau of the Census of the US Department of Commerce.
- *Act 140 Mandated Municipality* – A municipality also mandated by Act 101 or a population of less than 10,000 or a population density less than 300 people per square mile receiving more than \$10,000 in Performance Grant funding.

Act 101 Mandated Municipality Recycling Requirements

Check if requirements are met

Mandate These Residential Recycling Requirements by Ordinance:

- At least three (3) of the following materials must be separated from MSW and collected curbside to be recycled at least once per month: clear and/or colored glass, aluminum cans, steel & bimetallic cans, office paper, newsprint, corrugated paper and plastics. **Materials required by ordinance:** _____

- Leaf waste must be separated from MSW and collected to be composted at least once per month. (If a nearby DEP permitted compost facility allows Township residents to drop off leaf waste 1x/month, the Township must have a spring brush collection, a fall leaf collection, and advertise the availability of the compost facility, but is not required to collect leaf waste 1x/month). **Collection method and frequency (include the name and location of the local compost facility if spring/fall collection is the only method provided by the municipality):** _____

Mandate These Multi-Family Residential Recycling Requirements by Ordinance (If multi-family residential units are not mandated to participate in the residential recycling program above):

- The owner or landlord, or agent of the owner or landlord, must establish a collection system for recyclable materials at each property. The collection system must include suitable containers for collecting and sorting materials, easily accessible locations for the containers and written instructions to the occupants concerning the use and availability of the collection system.

- At least three (3) of the following materials must be separated and collected to be recycled at least once per month: clear and/or colored glass, aluminum cans, steel & bimetallic cans, office paper, newsprint, corrugated paper and plastics. **Materials required by ordinance:** _____

- Leaf waste must be separated from MSW and collected to be composted at least once per month. (If a nearby DEP permitted compost facility allows Township residents to drop off leaf waste 1x/month, the Township must have a spring brush collection, a fall leaf collection, and advertise the availability of the compost facility, but is not required to collect leaf waste 1x/month).

Mandate These Municipal, Commercial and Institutional Establishment Requirements by Ordinance:

- At a minimum, office paper, aluminum cans and corrugated paper must be separated from MSW and collected to be recycled.

- Leaf waste must be separated from MSW and collected to be composted.

Mandate These Other Requirements by Ordinance:

- At Community Activities (with 200 or more participants), a minimum of office paper, aluminum cans, corrugated paper and leaf waste must be separated and collected to recycle.

- The burning of all municipally designated recyclable materials, including leaf waste, must be prohibited.

- The Township has a **residential** educational program that provides clear and comprehensive information through two of these mediums: newsletters, website, public displays, workshops, public announcements, and legal ads. *If print mediums only are used, one print medium must be used every 6 months.*
 - Minimum educational information to include: how the program operates, the dates of collections (MSW, recycling and leaf and yard waste), the responsibilities of Township persons (recycling coordinator, codes enforcement, etc.), incentives and penalties and phone number for questions and complaints.
 - At least once a year, one of the educational mediums must be in print form.

Educational medium 1: _____
Educational medium 2: _____

- The Township has a **commercial, institutional and municipal** educational program which provides clear and comprehensive information at least every six months through one these mediums: newsletters, informational materials distributed with data collection forms to all commercial establishments, website, public displays, workshops, public announcements, and legal ads. *If print mediums only are used, one print medium must be used every 6 months.*
 - Minimum educational information to include: requirements of the MSW/Recycling ordinance (Mandatory recycling and leaf and yard waste separation and collection), the responsibilities of commercial, institutional and municipal entities, the responsibilities of Township persons (recycling coordinator, codes enforcement, etc.), incentives and penalties, and a phone number for questions and complaints.
 - At least once a year, one of the educational mediums must be in print form.

Educational medium 1: _____
Educational medium 2: _____

- The Township has a program of enforcement that periodically monitors participation, receives complaints and issues warnings for required participants and provides fines, penalties, or both, in its recycling ordinance.
 - A person has been assigned enforcement responsibilities: _____
 - A phone number for the public to call with complaints is to be included in the educational materials.
- The Township has provisions, participates in a county or multi-municipal program, or facilitates a private sector program for the recycling of special materials. *Advertisement and promotion of any Montgomery County Household Hazardous Waste (HHW) collection program, electronics collection program or tire collection program meets this requirement.*
- The Township Sponsors a program, facilitates a program or supports an organization to address illegal dumping and/or littering problems. **Program and/or Organization name:** _____
- Has a person or entity designated as the recycling coordinator who is responsible for program administration, public education, data management, program evaluation and compliance.

Name	Phone	Email
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- On or before February 15 of each year, the Townships submits annual residential recycling reports and recycling reports from commercial, institutional and municipal establishments and community activities to the Montgomery County Recycling Coordinator.