

# City of Greencastle

## Guide to Curbside Trash and Recycling, Yard Waste and Other Trash Disposal

The City of Greencastle's agreement with Republic Services, Inc., to offer curbside trash and recycling totes offers several great features for households in our city.

### **Trash and Recycling Customer Service**

Call Republic Services at 812-298-2122 for the following:

- Missed trash or recycling pick-ups.
- To have a damaged tote replaced.

Call the City Utility Office at 765-653-2638 for the following:

- To establish or end trash and recycling service.
- To add or remove a second recycling or trash tote (Additional fee of \$10/month)
- To ask billing or payment questions.

### **Recycling**

Your recycling tote can be used to recycle the following types of household waste. All materials should be rinsed, clean, and should not be soiled so as to be unusable.

- Newspapers, Colored and White Paper, Magazines, Catalogs, Junk Mail, Paper Bags & Phone Books. **Do not include shredded paper.**
- Lightweight Cardboard – such as cereal boxes. **Do not recycle wax or plastic coated cardboard food containers.**
- Corrugated Cardboard – please break down the boxes. **Do not recycle pizza boxes or other boxes that are contaminated with grease or food.**
- Glass Containers.
- Aluminum, Steel and Tin Cans – Beverage, cat food, soup, coffee cans, etc.
- Plastic Containers:
  - Number 1 – PET or PETE including soda bottles, water bottles, cooking oil bottles, peanut butter jars and medicine containers. No microwave trays.
  - Number 2 – HDPE including laundry and dish detergent containers, milk bottles, butter & margarine tubs, shampoo and conditioner bottles.
  - Number 5 – PP including yogurt tubs, orange prescription medicine containers and other food containers.
- The following plastic items are **NOT** recyclable:
  - **Number 2 – HDPE grocery bags, plastic bags, and plastic films.**
  - **Number 3 – All PVC including some containers, shower curtains or plastic films.**
  - **Number 4 – LDPE including CD and DVD cases, liquid and food containers, grocery bags, plastic bags, and plastic films.**
  - **Number 6 – Styrofoam/PS including hard plastic cups, hard plastic containers, disposable cutlery and all Styrofoam/foam containers and cups – is not recyclable at this time – place in your regular trash.**
  - **Number 7 – OTHER including clear polycarbonate water bottles.**

- The largest plastic container that can be recycled is a 5 gallon bucket.

All items can be mixed together in your designated recycling toter. Recycling is picked up every other week. Please place your toter at the curb with the hinge side of the lid away from the curb.

Republic Services sorts recycling items using an automated system with conveyor belts. The following guidelines are important to generate a quality stream of recycling materials that can be sold in the marketplace for inclusion in new products. **When in doubt, throw it out in the regular trash. *In addition to the items listed above, the following items are UNACCEPTABLE, cannot be recycled, and should be placed in your regular trash:***

- Items bagged in a plastic bag.
- Items smaller than the size of a credit card.
- Cardboard Milk and Juice Cartons and other Aseptic Cartons such as juice boxes, soy milk, and soup cartons.
- Yard waste should not be placed in your recycling bin.
- Styrofoam containers including packing materials, packing peanuts, cups, clamshell food containers, meat trays, egg trays and other items. Any foam type of item with a Number 6 recycling number.
- Pizza boxes that contain any food or grease residue.
- Food or Any Liquids.
- Diapers.
- Clothing/Textiles.
- Any plastic film including plastic grocery bags, food bags, dry cleaning bags, bubble wrap, Saran Wrap, etc. *Plastic grocery bags can be recycled at Kroger and Wal-Mart.*
- Plastics containers with Numbers 3, 4, 6, and 7.
- Mirrors, window or auto glass, light bulbs, LEDs, and ceramics.
- Oil or antifreeze containers.
- Wax coated cardboard food boxes.
- Coat hangers or other metal non-food related items.
- Paint Cans – Oil based paint can be taken to Tox-Away Days.
- Aerosol Cans.
- Medical Waste/Sharps.
- Electronics can be taken to Tox-Away Days.
- Tires can be taken to Tox-Away Days.
- Large plastic toys – although the toy may have a recycling symbol, the sorting equipment cannot handle large items.
- Fluorescent light bulbs can be taken to Tox-Away Days.
- Any Acceptable Material that is no longer acceptable due to its coming in contact with or being contaminated by Unacceptable Material.

Republic Services has conducted an audit of recycling toters in Greencastle. ***The following are examples of UNACCEPTABLE items that should not be put in your recycling bin:***

- Yard waste, grass clippings, weeds, branches, etc. These items may be taken to the yard waste site. See below for information on disposing of these items.
- Soiled diapers.
- Garden hose and other rubber products.
- Metal shelving, tools, and metal products other than food containers. Larger metal items can be disposed of at Republic's Transfer Station or Jack's Trash. Note that a fee may be charged for some items.
- Carpet, carpet padding, and rugs.

- Paint, chemicals, fertilizers, and herbicides. Small quantities may be disposed of at Tox-Away Days. See "Household Hazardous Waste" below.
- Building materials including wood, drywall, metal and plastic pipe, etc. These items can be put in the regular trash or taken to the transfer station.
- Coat hangers.
- Clothing, coats, fabric items, quilts, bed linens, pillows, etc.
- Food waste.
- Small household appliances.
- Smoke detectors.
- Shoes, sandals, and other footwear.
- Insulation including Styrofoam, bead-board, green-board, pink-board, blue-board, fiberglass and other materials.

### **Additional Recycling Services**

Additional recycling services are offered by the West Central Solid Waste District. The District can provide assistance with batteries, electronic waste, household hazardous waste, tires, and other items. The District also offers a Tox-Away Day each spring. Please watch the local media or consult the District's website ([www.westcentralswd.com](http://www.westcentralswd.com)) for the time and location.

Republic Services also offers a recycling drop-off center at their facility on West Columbia Street.

### **Household Trash**

In addition to normal household trash, residents may use their trash toter for disposal of yard waste. Small branches and limbs, as well as small amounts of leaves and grass clippings may be put directly into the trash toter. DO NOT use a plastic bag for yard waste. We would like to emphasize that recycling bins are not to be used for yard waste.

Also note that with the trash toters, you are not required to use plastic bags inside the toter for your trash and garbage. Cutting back on the use of a trash can liner or bag will greatly help reduce the amount of plastic put in our landfills. The life of a biodegradable plastic bag can be less than three months, while it has been estimated that a regular plastic trash bag can take up to 1,000 years to decompose. In addition, the contents of such a bag are deprived of oxygen and micro-organisms and do not decompose naturally in a landfill.

Household trash toters are picked up weekly. Please place your toter at the curb with the hinge side of the lid away from the curb.

### **Household Hazardous Waste**

**SAVE THE FISH**



Household hazardous waste typically consists of chemicals, cleaners, paint, anti-freeze, fertilizer, or weed killer. The waste may be a liquid or a dry granular product. Typically the package will include a label with the words "Caution, Toxic, Flammable and/or Danger."

- ***DO NOT place household hazardous waste in your trash toter.***

- ***DO NOT flush household hazardous waste down the toilet.***
- ***DO NOT pour household hazardous waste on the ground or into a storm sewer.***
- ***Store this type of product in a secure area away from children.***

The West Central Solid Waste District offers a Tox-Away Day each spring to allow residents to properly dispose of household hazardous waste. Please watch the local media or consult the District's website ([www.westcentralswd.com](http://www.westcentralswd.com)) for the time and location.

The City of Greencastle and DePauw University collaborate under the state's Municipal Separate Storm Sewer System program (sometimes referred to as "MS4") to prevent pollution in the Big Walnut Creek watershed through education and the promotion of the best storm water management practices. Properly disposing of household hazardous waste is greatly appreciated and protects the environment for future generations.

### **Medications**

Small amounts of unneeded medications may be dropped off at the Greencastle Police Department at 600 North Jackson Street. A secure medication disposal bin is available in the lobby of the police station, 24 hours a day, seven days a week. No questions are asked of anyone dropping off medications.

From time to time, the Greencastle Police Department offers a Drug Take Back Day to collect unneeded medications. Medications may be disposed of in a secure manner with no questions asked. Please watch the local media for announcements of the date and location of this service.

Other than Tox-Away Day, the City does not have a means to collect sharps. Please follow the manufacturer's instructions for disposal.

### **Grass Clippings**

Please try to minimize the amount of grass clippings discharged onto city streets. Rain washes the clippings down the street where they often clog storm sewer inlets. Clogged inlets result in street and yard flooding. As grass clippings may be contaminated with weed killer and/or fertilizer, the result can cause pollution problems in our waterways.

### **Yard Waste – Large Amounts of Grass, Sticks, and Tree Limbs**

Residents may continue to take grass, leaves, trimmings, sticks, and tree limbs to the West Central Solid Waste District's Yard Waste site at 2362 South County Road 250 West. Please note that large limbs and stumps are not accepted at the yard waste site. For more information about the yard waste site and other solid waste recycling, the West Central Solid Waste District's website is [www.westcentralswd.com](http://www.westcentralswd.com).

Please do not leave sticks at the curb. The City no longer has the ability to pick up sticks and limbs on a regular basis.

### **Leaf Pick-up**

Within the City of Greencastle, the Department of Public Works vacuums leaves left at the curbside during the month of November. Please watch the local media for an announcement of the schedule. ***DO NOT mix in limbs, sticks, or plastic bags as these items damage the equipment used for this service.***

### **Help and Assistance**

Several Greencastle residents have expressed concern about the difficulty of getting their trash and recycling totes to the curb during times of snow and ice. If you prefer to put out bags during such weather, the contract with Republic Services allows for the use of up to three 30-gallon plastic trash bags, but you are asked to contact the local business office at 765-653-1571 if you change from the use of a tote to plastic bags. You are also asked to contact their business office if you need assistance in getting your trash and recycling removed.

### **Gently Used Household Goods and Clothing**

If your household has gently used small household appliances, household goods, furniture and clothing, there are several not-for-profits that may be interested in receiving these items as a donation. Making items available for reuse significantly reduces the amount of materials in our landfills. For more information, please contact the following not-for-profits for more information:

- Rescued Treasures – 1021 Indianapolis Road, Suite C, 765-653-7174
- Wabash Valley Goodwill – 1021 Indianapolis Road, 765-653-6587
- Beyond Homeless Thrift Store – 814 North Jackson Street, 765-301-9085
- Phil the Need – 200 North Jackson Street, 765-655-6301

Several churches in the community also accept donations of goods and clothing to help the less fortunate.

Your efforts have earned the City several awards and recognition for recycling.



**City Of  
Greencastle**

For more information, see:

[www.cityofgreencastle.com](http://www.cityofgreencastle.com)

*Building the Next Great College Town!*

Environmental work by city staff, its departments, its Commission on Sustainability, its Tree Board, and its partners in the community has earned the following recognition for the community:

- Recognized by the Indiana Association of Cities and Towns as the Green Community of the Year in 2008, 2009, 2010, 2011, 2012, and 2014.
- Recognized by the National Arbor Day Foundation as a Tree City for 19 years.
- Recognized by the Indiana Department of Environmental Management as an "Indiana Clean Community."

The city administration thanks residents for recycling and reducing the amount of trash put into our landfills. Let's continue to work together to make Greencastle greener.