



Dear New Resident,

On behalf of the Monroe Township Public Works, we welcome you to our community. Over the coming years we look forward to servicing you and your family.

The Monroe Township Public Works staff has taken the time to put together a welcome packet for you that includes information on our guidelines for Sanitation, Recycling, and Parks & Recs. Please take the time to read through the packet of information provided.

We have more information on our website @ www.monroetownshipnj.org/3-2/public-works/ Or on our App **Recycle Coach**, there you can get reminders of trash pick and have a calendar of pick ups / holidays. Our office staff can be reached at 856-629-4444, 856-728-9844 or via email DPWinfo@monroetownshipnj.org.

If you are new to town we have a Parks & rec department that maintains 3 Major Parks with Pavilions available for rent. Please feel free to call 856-875-2216 or check out our website at www.mtprnj.org for more information.

Again, welcome to the Monroe Township Community! We know you'll find this a great town to live in and encourage you to participate in our town activities and functions.

Sincerely,

Department of Public Works





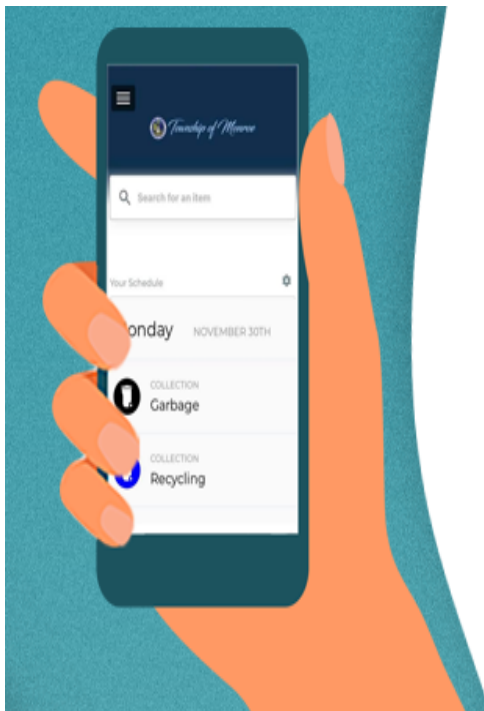
TOWNSHIP OF MONROE

COUNTY OF GLOUCESTER

Department of Public Works
1040 Glassboro Road
Williamstown, NJ 08094
(856) 728-9844
Fax (856) 581-8937
www.monroetownshipnj.org
dpwinfo@monroetownshipnj.org

Make trash & recycling collection easy with the free Recycle Coach App.

This free waste and recycling app gives Monroe Township residents access to your waste schedule, receive weekly reminders, report or request services, and sort waste correctly with the "What Goes Where" search tool.



Download the Free Waste and Recycling App:

- ✓ Use the personalized collection schedule
- ✓ Receive customized notifications
- ✓ Sort waste correctly with the "What Goes Where?" search tool
- ✓ Boost your recycling knowledge and more!



For More Information call 856-728-9844 or email
dpwinfo@monroetownshipnj.org

Monroe Township Department of Public Works

2024 Recycling/Trash Guide

Curbside Recycling Guidelines



Acceptable Items

Plastic Bottles & Jugs ONLY #1 & #2
Aluminum & Steel Cans
Cardboard & Paper
Glass Bottles & Jars



Unacceptable Items

Food Waste, Styrofoam, Yard Waste
Electronics, Batteries, Clothing,
Shredded Paper, Bulky Plastics,
Scrap Metal, Pizza Boxes, Solo Cups,
Paper Tableware (Inc. Coffee Cups),
Medical & Personal Hygiene Waste,
Fast Food & Takeout Containers,
Plastic Tubes/Tubs/Containers,
Household Hazardous Waste,
Plastic Bags & Plastic Film

DO NOT PLACE RECYCLABLES IN PLASTIC BAGS!

**RECYCLING CONTAINERS FOUND TO BE CONTAMINATED
WILL NOT BE COLLECTED.**

**ELECTRONIC WASTE (E-WASTE, TV, MONITORS, COMPUTERS, ETC.)
WILL NOT BE COLLECTED CURBSIDE. IT MUST BE BROUGHT TO THE TOWNSHIP YARD FOR DISPOSAL.**
ALL CARDBOARD SHOULD BE BROKEN DOWN TO SAVE SPACE IN THE AUTOMATED RECYCLING CONTAINER.
For larger or extra cardboard pick up please notify the Public Works office or schedule a pick up through our website
<https://monroetownshipnj.org/3-2/public-works/>

Public Works Convenience Hours

Every Wednesday 8am–2pm & Saturday 8am–12pm

Residents may dispose of household bulk trash/garbage, recyclables, motor oil, batteries,
appliances, electronics, TV's & brush at our Public Works Yard located at
1040 Glassboro Rd. Williamstown, NJ 08094.

MONROE TOWNSHIP RESIDENTS ONLY! I.D. WILL BE REQUIRED.
NO CONTRACTORS WILL BE PERMITTED.

2024 HOLIDAY SCHEDULE

New Year's Day – Mon., January 1, 2024
Martin Luther King – Mon., January 15, 2024
President's Day – Mon., February 19, 2024
Good Friday – Fri., March 29, 2024
Easter Monday – Mon., April 1, 2024
Memorial Day – Mon., May 27, 2024
Fourth of July – Thurs., July 4, 2024
Labor Day – Mon., September 2, 2024

Election Day – Tues., November 5, 2024
Veteran's Day – Mon., November 11, 2024
Thanksgiving – Thurs., November 28, 2024
Friday after Thanksgiving – Fri., November 29, 2024*
Christmas – Wed., December 25, 2024
New Year's Day – Wed., January 1, 2025

Please note that trash & recycling collection will be delayed by one day for the remainder of the week
following the above holidays.

***EXCEPTIONS: ELECTION DAY & FRIDAY AFTER THANKSGIVING - NORMAL PICK-UP.**
BETWEEN MAY 1st AND OCT. 1st, PUBLIC WORKS HOURS WILL BE 6:30AM-2:30PM

BULK PICKUP COLLECTION

Residents **do not** need to schedule bulk pickup but **must** schedule all metal and appliance removal by contacting the Public Works Department at 856-629-4444 or email dpwinfo@monroetownshipnj.org.

If your regular garbage collection is Monday or Thursday, your bulk pickup will be scheduled for removal on the 1st & 3rd Friday of the month.

If your regular garbage collection is Tuesday or Wednesday, your bulk pickup will be scheduled for removal on the 2nd & 4th Friday of the month.

There will be no bulk pickup on any month with a 5th Friday. If there is a township holiday closing during your collection week your items will be scheduled for removal on Saturday instead of Friday. Please visit our website The, Township of Monroe Facebook page for periodic updates and schedule changes.

Chapter 239-8 (2) – In the event of a home, rented or commercial cleanout, the owner of said property will be required to obtain a dumpster through a private contractor or deliver all bulky waste to an authorized collection facility to dispose of.

GARBAGE/RECYCLING RECEPTACLES

When placed curbside, all automated receptacles shall be placed with the handle/wheels facing your home. Receptacles must have a 4 feet clearance from other containers, utility poles, vehicles, basketball nets, bulk items, etc. to ensure proper collection of your containers.

The garbage receptacle is for household waste ONLY, this is anything you generate out of your kitchen or bathroom. All household waste placed in the garbage container must be bagged. Waste other than household waste should be placed curbside for bulk pick up on your designated day. DO NOT place recyclables in plastic bags.

If your container is damaged in any way, other than by the Public Works Department, it will be the homeowners' responsibility to purchase a replacement container from the Township of Monroe.

Chapter 239-6 – Receptacles or other items to be disposed of shall be placed outside at the designated area after 6 p.m. of the day immediately preceding the day of collection. After collection, any empty containers shall be removed from the curbside promptly, but not later than 8 p.m. the day of collection.

Monroe Township Public Works
1040 Glassboro Rd.
Williamstown, NJ 08094
856-728-9844

CURBSIDE LEAF COLLECTION

The DPW collects & recycles leaves raked curbside during the months of April, November & December. Schedules are posted on the twp. Website & Facebook page weekly. As per NJPDES Municipal Stormwater Regulations and Chapter 285C-3 of the Monroe Township Code non-containerized yard waste is only permitted along the street 7 days prior to a scheduled collection and shall not be placed closer than 10 feet from any storm drain inlet.

BRUSH/LIMBS

Limbs, branches and small trees/bushes/shrubs shall be no larger than 3" in diameter, 4' in length, tied in bundles not to exceed 40 pounds in weight and placed neatly at the curb line for bulk collection. There shall be no collection of logs, tree trunks or stumps.

CONSTRUCTION/REMODELING/ DEMOLITION DEBRIS

Debris that is generated by a contractor or occupant; solid waste Type 13C (consisting of non-recycled construction & demolition materials: doors, windows, concrete, wallboard, paneling, etc.) This debris **WILL NOT** be collected by the Sanitation Dept. & will be the responsibility of the homeowner or contractor to dispose of.

GLOUCESTER COUNTY HOUSEHOLD SPECIAL WASTE

Residents may dispose of oil-based paints, household chemicals, florescent tubes, batteries, etc. through this program. Please contact the Gloucester County Office of Recycling at 856-478-6045 Ext. 13 or 14 or visit the website <https://www.gcianj.com/county-recycling/household-special-waste/> for specific dates and times for drop-offs.

RECYCLE COACH APP

This free waste and recycling app gives Monroe Township residents' access to your waste schedule, receive weekly reminders, report or request services, and sort waste correctly with the "What Goes Where" search tool.



Download the
app today



Email: dpwinfo@monroetownshipnj.org
www.monroetownshipnj.org/3-2/public-works/

These items **DO NOT** belong in your curbside recycling container.



Plastic Bags & Plastic Film



Food Waste



Electronics



Clothing



Household Hazardous Waste



Bulky Plastics



Shredded paper



**Styrofoam
(Polyethylene)**



**Tanglers
(long stringy items)**



Pizza Boxes

ADDITIONAL ITEMS:

Scrap Metal

Frozen Food Containers

Medical & Personal Hygiene Waste

Fast Food & Takeout Containers

Paper Tableware (inc. coffee cups)

Solo Cups

Plastic Tubes/Tubs/Containers



Batteries



Yard Waste

For more information please call The Monroe Twp. Public works Dept. 856-728-9844. We truly appreciate your efforts and strongly urge everyone to do their part.

Curbside Recycling In Monroe Township

These are the **ONLY** items that should be placed in your recycling container for curbside collection.



Plastic Bottles & Jugs ONLY
#1 & #2



Cardboard & Paper



Aluminum & Steel
Cans



Glass
Bottles & Jars



If your recycling container is found to be contaminated it will not be collected.



ABSOLUTELY No Plastic Bags, Plastic film, or plastic wrap!

DO NOT BAG RECYCLING!





TOWNSHIP OF MONROE

Department of Public Works

629-4444 OR 740-0241

Email: dpwinfo@monroetownshipnj.org

www.monroetownshipnj.org

Automated Garbage Collection

As some of you may already know, household solid waste collection is done through an Automated Trash Collection System in Monroe Township. Just as the name indicates, automated garbage collection involves the use of a truck with an automated, mechanical arm to lift a specially designed cart from the curbside, dump its contents into the truck and return the cart to the curbside. This system requires only 1 person to operate, as the driver controls everything from the cab of the truck. The automated collection system is safer, more efficient and requires less labor to collect solid waste.



Regular garbage cans cannot be used with this type of trash collection. The municipal Public Works Department will issue each homeowner one 96 gallon automated collection cart. This is the only container that may be used for your regular household waste. The 96 gallon container is designed to accommodate a 6 member household's garbage that is recycling properly.

The collection cart is the property of the Township of Monroe and must be maintained by each homeowner as if the container was their own. Should you move from your current location, the cart must remain at the address it was issued to for the new resident.

*The automated collection cart **must** have a four feet clearance around it, in order to be properly emptied. Please ensure the container is set away from all utility poles, vehicles, basketball nets, recyclables, "odd stops", etc.*

If the automated collection container is damaged in any way, other than by the Public Works Department, it will be the homeowners' responsibility to purchase a replacement container from the Township of Monroe.

Cart Maintenance & Upkeep/ Use of the Cart

Your collection cart must be at the curbside by 6:30 a.m., the morning of your scheduled collection day. The cart may be placed at the curb line no earlier than 6:00 p.m. the night before collection and should be removed from the curb line no later than 8:00 p.m. the day of collection.

Before moving the cart, grasp the handle and tilt the cart towards you. Push or pull the cart to roll it. On slopes, inclines or steps, handle the cart with care.

All garbage placed in the container must be bagged. Periodically, residents may want to wash the cart out with soap and water to cut down on any odors or insects. Sprinkling ammonia in the cart will also serve to reduce odors and pests.

What To & Not To Dispose of In The Collection Cart

Your cart is for the disposal of regular household waste only. Household waste is basically what is generated out of your kitchen and bath on a normal weekly basis.

The following items should not be placed in the collection cart: recyclables, hot ashes, motor oil, solvents, paints, pool chemicals, hazardous materials, flammable liquids, dead animals, concrete, dirt sod, leaves, yard debris, wood, carpet, furniture, etc.



Bulk Pickup

Bulky items/odd stops shall include doors, furniture, carpeting, tires, bundled brush, etc. The Public Works Department collects bulky items/odd stops curbside as follows:

*Monday & Thursday Trash Collection
1st & 3rd Friday of the month*

*Tuesday & Wednesday Trash Collection
2nd & 4th Friday of the month*

Carpet rolls and brush must be cut in lengths not to exceed four (4) feet and bundled with string or twine. Bundles shall not exceed 35-40 pounds in weight.

We do not accept any branches/brush larger than 3" in diameter, logs, tree stumps.



Construction/Remodeling/ Demolition Debris

The Monroe Township Public Works Department will accept NO hazardous materials, construction or remodeling debris such as: plywood, bricks, rocks,

cinder blocks, stone, concrete, mortar, sand, sheetrock, insulation, flooring, shingles, siding or dirt.

Metal/Appliances

Residents must contact the Public Works Department to schedule all metal and appliance removal.

Metal and appliances are scheduled for collection on Friday during a full work week.

When there is a township scheduled holiday there will be no metal pick-up until the following week.



Tires

Tires are no longer accepted at the Public Works Yard. We also will not be collecting them curbside. Tires may be brought to the Gloucester County tire amnesty program held every March, or you may bring tires to Wade Environmental located in Atco, NJ (856)767-2760.

Grass

We encourage you to cut and leave your grass clippings to recycle back into your lawn. Should you wish to dispose of grass clippings, seal them in a plastic bag not to exceed 35-40 pounds in weight. Grass bags will be collected with bulk pickup.



Leaves

The Public Works Department hosts a curbside leaf collection program which will take place during the months of April, November and December.

What to Do with Used Sharps in New Jersey

Put used sharps in a strong, plastic container.

When the container is 3/4 full, put the lid on, seal it with duct tape, and label
DO NOT RECYCLE.



Have a needle clipper? When the needle clipper is full, it can be disposed of according to your state or local regulations. More information can be found [here](#).

Put the plastic container in the household trash-~~don't~~ recycle!



If a trash collector is reluctant to collect a red sharps container, refer them to your [state waste agency](#).

Sharps should never be thrown loosely into the trash or toilet.

Sharps that retract after use, or are very small, should be disposed of like all other sharps.

LATEX PAINT DISPOSAL

Latex (also called “water based”) paint is **NOT** a hazardous waste and should be disposed of at the curb with the rest of your household trash. Here’s how to properly dispose of latex paint:

1. Make sure the paint can is $\frac{1}{2}$ full or less.
(If the can is more than $\frac{1}{2}$ full, pour the excess into another container, like a milk jug, coffee can or trash bag.
2. Add a clay-based kitty litter or speedy dry so that the can is $\frac{3}{4}$ full.
3. Stir paint/kitty litter or speedy dry mixture.
4. If liquid paint remains, add more kitty litter or speedy dry.
5. Allow paint/kitty litter or speedy dry mixture to dry until it is no longer pourable.
6. Dispose of can in the garbage.



***** DO NOT PUT THE LID BACK ON THE PAINT CAN!** Paint cans will **NOT** be picked up by your trash hauler if he/she can't see that the paint is dry.

OIL-BASED PAINT DISPOSAL

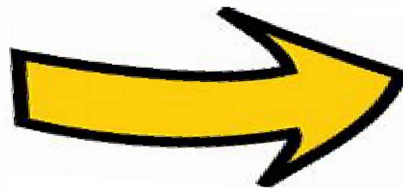
Oil-based paint is a flammable material. It must be disposed of at one of the Gloucester County Household Special Waste Collection Events.

Please call (856) 478-6045, ext. 14 for more information.
Or visit our web site: www.gcianj.com

Proper Container Placement



4 FEET



AUTOMATED CONTAINER PLACEMENT

In order to properly empty containers, a minimum of four foot spacing is required. Please ensure the containers are set away from all utility poles, vehicles, basketball nets, recyclables, etc.

Leaving space around your containers and other objects will help improve collection efficiency and help better serve our residents.

