



## WELCOME TO MONROE TOWNSHIP

Dear Neighbor,

Welcome to the neighborhood! We're thrilled to have you join our community here in Monroe Township. As you settle into your new home, we want to ensure you have all the necessary information to make your transition smooth and enjoyable.


One important aspect of community living is maintaining a clean and healthy environment. That's why we'd like to share some information about our sanitation programs. At Monroe Township, we are committed to efficient waste management and recycling initiatives to keep our neighborhood clean and green. For detailed guidance on our sanitation programs, we encourage you to visit our social media platforms and our official website at [www.monroetownshipnj.org/3-2/public-works/](http://www.monroetownshipnj.org/3-2/public-works/). There, you'll find comprehensive information on waste disposal schedules, recycling guidelines, and other relevant updates.

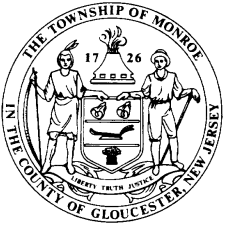
To make things even more convenient, we also recommend downloading the Recycle Coach app. This handy tool provides personalized waste collection schedules, recycling tips, and answers to common questions right at your fingertips.

Should you have any questions or require further assistance regarding sanitation services, feel free to reach out to us via email at [DPWinfo@monroetownshipnj.org](mailto:DPWinfo@monroetownshipnj.org) or give us a call at 856-728-9844 or 856-629-4444. Our dedicated team is here to help address any concerns you have. Once again, welcome to the neighborhood! We're excited to have you as part of our community and look forward to getting to know you better.

Sincerely,

Department of Public Works





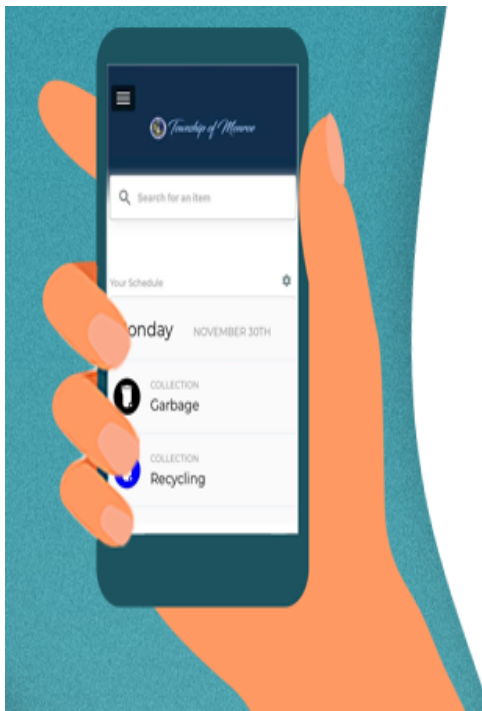
# TOWNSHIP OF MONROE

## 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

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## 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.**

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**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/>*

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## 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  
Juneteenth – Wed., June 19, 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 1<sup>ST</sup> AND OCT. 1<sup>ST</sup>, 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](mailto:dpwinfo@monroetownshipnj.org).

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

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

*If there is a township holiday closing during your bulk week, bulk will be suspended for that week. There will be no bulk pickup on 5<sup>th</sup> Fridays. Please visit our website <https://monroetownshipnj.org/3-2/public-works/bulk-pick-up/> or 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



SCAN ME

Email: [dpwinfo@monroetownshipnj.org](mailto:dpwinfo@monroetownshipnj.org)  
[www.monroetownshipnj.org/3-2/public-works/](https://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](mailto:dpwinfo@monroetownshipnj.org)  
[www.monroetownshipnj.org](http://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  
1<sup>st</sup> & 3<sup>rd</sup> Friday of the month*

*Tuesday & Wednesday Trash Collection  
2<sup>nd</sup> & 4<sup>th</sup> 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 trunks or 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

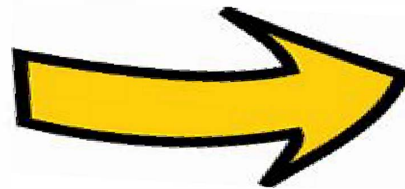
Oil-based paint is a flammable material. It must be disposed of at one of the Gloucester County Household Special Waste Collection Events.

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





### Accepted Electronic Items

- |                          |                      |
|--------------------------|----------------------|
| Televisions              |                      |
| Computer Monitors        |                      |
| Cell Phones / Telephones |                      |
| Printers                 |                      |
| Copiers                  |                      |
| Modems                   |                      |
| Fax Machines             | Scanners             |
| VCR                      | PC Speaker           |
| DVD Players              | Audio / Video Equip. |
| Game Consoles            | Tablets              |
| Cell phones              | Hard Drives          |
| Laptops                  | AC Adapters          |
| CD Players               | MP3 Players / Ipods  |
| Keyboards                |                      |



## The Monroe Township Public Works

Located at 1040 Glassboro Road  
is Open to Residents

Wed. 8:00am - 2:00pm & Sat. 8:00am- 12:00pm  
to Safely and Securely Recycle Unwanted Electronic Waste.

### Important:

**Electronic Devices are not permitted to be placed curbside for disposal and must be dropped off at the Public Works Dept. for recycling.**

**As Per the NJ Electronic Waste Management Act, there shall be no disposal of electronic waste in the regular waste stream.**



For more information

please call 856.728.9844 or email: [dpwinfo@monroetownshipnj.org](mailto:dpwinfo@monroetownshipnj.org)