

# **Monroe County Solid Waste Department 2018 Permit and Related Policies Information Packet**

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# Monroe County Solid Waste Management

20448 Junco Road • Norwalk, WI 54648 • 608-269-8783 phone • 608-823-7303 fax

September 2017

Hello Haulers and Contractors!

If you are a newcomer to the Monroe County Solid Waste Department, we would like to extend to you a warm welcome. If you are a long-time customer, we have put together the attached packet of information: Permit, policies, pricing, landfill rules, holiday closing calendar etc. This is mailed annually in the last quarter of the year. If in the future you would like this sent electronically, we'd be happy to do so! We encourage you to supply us with your email so we may invoice you electronically as well, to help conserve costs and paper. Please call Shelly and sign up for e-invoices.

Gail Frie is the Manager of the landfill, and Shelly Schulze is the Assistant Manager. Office hours are from 7:30 a.m.– 3:30 p.m. Monday through Friday. Scale hours are 7:00 a.m. until last scale-in at 3:30 p.m. The landfill closes its gates at 4:00 p.m. Please make every effort to make it to the scale by 3:30 p.m. to allow for our Contractor/Operator to fully compact and cover the loads at the landfill so that he may leave by 4:00 p.m. Please call us if you are enroute and foresee an issue getting here at 3:30 p.m. so we can alert the operator.

Monroe County Landfill is closed to citizen traffic, and is a hauler/contractor permitted landfill only. We are an enterprise fund, and completely off the Monroe County tax levy. By Town of Ridgville agreements in place, the only citizen traffic to the facility is for recycling of banned-from-landfill type items such as: electronics (Tvs, computers, peripherals) the last week of each month, and tires by appointment for a fee. We have hazardous waste clean-ups for Monroe County citizens the last Saturday in April and the first Saturday in October at the landfill facility as well.

We put into place several policies in 2015, including a banned items from the landfill policy and a fire policy. All loads originating from a fire loads must be called in and pre-approved, no matter the age of the fire. We have also defined by policy what constitutes a 'clean shingle load' and 'clean wood load' for discounted pricing. These definitions will help you in determining what to call your load when you arrive at the landfill. As a reminder, disposal of large quantity of liquids are banned from the landfill.

Enclosed you will find a Waste Code Price List. We continue to keep our budgets tight which allow us to keep our costs down at Monroe County. We remain the lowest price landfill on Municipal Solid Waste (MSW) disposal in over 100 miles, and are proud of the continual increase in recycling tonnages our County continues to produce year after year. We received an award in 2012 by our State Department of Natural Resources for our dedication to recycling in this County.

Thank you, and please feel free to call or email us with questions.

*Gail Frie*

*Shelly Schulze*

**Gail Frie • Manager • [frie@co.monroe.wi.us](mailto:frie@co.monroe.wi.us)**

**Shelly Schulze • Assistant Manager • [michelle.schulze@co.monroe.wi.us](mailto:michelle.schulze@co.monroe.wi.us)**

**website: <http://www.co.monroe.wi.us/departments/solid-waste/>**

**Facebook: <https://www.facebook.com/pages/Monroe-County-Solid-Waste-Management/>**



# MONROE COUNTY COMMERCIAL LANDFILL USE PERMIT

Name: \_\_\_\_\_ d/b/a: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Phone: \_\_\_\_\_ Contact: \_\_\_\_\_

A credit check will be performed and an initial upfront \$1,000.00 payment is required at the authorization of each new account, before delivering waste, which will be used to pay down balance on account. Down payment is non-refundable, but carries over from year to year. Non-payment on account is subject to suspension until satisfied, or account may be subject to termination and legal action to recover all payments over 90 days due.

### Vehicle/Driver Identification\*

\*Use an additional sheet for additional trucks and attach to permit before sending.

<u>License No.</u>	<u>Truck Make</u>	<u>Model</u>	<u>Color</u>	<u>Landfill Truck #</u>	<u>Company Truck#</u>	<u>Regular Driver Last Name</u>	<u>Regular Driver First Name</u>
1. _____	_____	_____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____	_____	_____

### Landfill Use Permit Rules and Regulations

- Permits are continuous until terminated, but are not transferable. More than one vehicle may be covered by this permit. If a truck is added after landfill receives this permit, the owner shall contact the landfill to add additional truck(s). If truck is not on permit before arriving and landfill employee cannot make contact with office, the truck will not be allowed to dump.
- No smoking at any time while on the premises of the Solid Waste Department. Extinguish smoking materials within vehicle.
- Vehicles having a permit to haul waste to the landfill site shall be completely enclosed or tarped so as to prevent any portion of the load to fall from the vehicle.
- Un-tarpping shall take place in a designated area at least 50 yards from moving landfill compactor or moving loader. No un-tarpping on the working face of the landfill.
- Landfill equipment shall have the right away.
- Drivers shall be wearing a Hi-Vis, ANSI green vest in the unloading area. A vest may be signed out and borrowed from the office and is mandatory at all times. Vests not returned will be billed to the driver's company at \$25 per vest.
- Signed Permittee has read the attached Monroe County Landfill Fire Policy, and agrees to instruct all drivers and office personnel before dispatching, as to the reporting and handling expectations of the Landfill Fire Policy.
- All permit holders shall supply a current certificate of liability insurance to Monroe County Solid Waste Department.
- Waste will be received from 7 a.m. to 3:30 p.m. Monday through Friday, Landfill contractor works until 4 pm to cover waste.
- The permit holder agrees that it will, at all times, during the existence of the permit, indemnify and save harmless Monroe County against any and all liability, loss, damage, cost or expenses which the County may sustain, incur, or be required to pay by reason of the operation of permit holder's vehicle on the County Sanitary Landfill causing personal injury, death or property loss.
- Any driver found in violation of these rules will be given a verbal warning and the driver's company will be contacted. Any driver who continues to violate landfill rules will be prohibited from accessing the landfill for a period of three days on a second offense, two weeks for the third offense, and permanently on a fourth offense. A Notice of Violation Form will be sent to the driver's employer with each offense.
- Banned items from landfill are listed on Addendum B. Appliances, Electronics, Tires, and Batteries discovered within loads will be removed from site by hauler (where possible) while at the site. If compactor operator discovers items in load after driver has left, or it is ascertained the removal is a safety hazard, the item(s) will be placed to the side of the active site, and the operator will contact landfill office with load/driver information. Contact will be made with hauling entity's office and arrangements will be made to either remove item(s) from the landfill, or additional charges will be added to the initial ticket. Removal will be 24 hours from telephone call to driver's office. Additional per item pricing listed on Addendum C.

The undersigned agrees to comply with the regulations as stated in the application.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Permit Holder)

Permit Approval By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Landfill management)

Return this application with the appropriate fee to: **MONROE COUNTY SOLID WASTE DEPT.**  
**20448 JUNCO ROAD**  
**NORWALK, WI 54648**





# Monroe County Solid Waste Management

20448 Junco Road • Norwalk, WI 54648 • 608-269-8783 phone • 608-823-7303 fax

## TIPPING FEES 2017/2018

### WASTE/PRICE PER TON

MUNICIPAL WASTE \$49/TON

TIRES \$260/TON

CLEAN SHINGLES \$36/TON

WASTE WOOD/GROUND DEMO \$40/TON

ASBESTOS \$75/TON

- (1) Other special waste loads require a phone call and/or waste analysis before delivery.
- (2) All trucks are set to Municipal Waste at the scale, and require an intercom contact with office to change to a different code.
- (3) Asbestos loads require a mandatory Waste Manifest Form. Blank forms available at our office upon request. (608)269-8783

# Wisconsin Recycles



The following items are **banned** from landfills and incinerators statewide and should be reused, recycled or composted.

## Containers

- #1 and #2 plastic bottles and jars
- Aluminum containers
- Bi-metal cans
- Glass containers
- Steel (tin) cans

## Paper and Cardboard

- Corrugated cardboard
- Magazines, catalogs, and other materials on similar paper
- Newspaper and newsprint materials
- Office paper

## Yard Materials

- Grass clippings
- Debris and brush under 6" in diameter
- Leaves

## Vehicle Items

- Lead-acid vehicle batteries
- Tires \*
- Used oil filters
- Waste oils \*

\*These items may be burned in a solid waste treatment facility with energy recovery.

## Appliances

- Air conditioners
- Boilers
- Clothes dryers
- Clothes washers
- Dehumidifiers
- Dishwashers
- Freezers
- Furnaces
- Microwaves
- Ovens
- Refrigerators
- Stoves
- Water heaters

## Electronics

- Cell phones
- Computers – desktop, laptop, netbook, tablet
- Computer monitors
- Computer keyboards and mice
- Computer scanners
- Computer speakers
- Desktop printers (including those that fax and scan)
- DVD players, VCRs, DVRs and all other video players
- External hard drives
- Fax machines
- Flash drives/USBs
- Other items that plug into a computer
- Televisions

## Why ban items from the landfill and incinerator?

The items on this list are made of materials that can be reused in new products. Some also have toxic components that we do not want in our groundwater, air or soil. Recycling and composting allow landfills to last longer, provide markets with valuable reusable materials, create jobs, and prevent pollution.

## Why not ban more materials?

Corrugated cardboard is banned while waxed cardboard is not. Some things with plugs, like computers, are banned, while others, like toasters, are not. Why? Current bans cover some of the most easily reusable or most toxic materials on the market today. Eventually more items may be added to this list as new recycling markets develop or the types of materials we throw away change.

Some communities go above and beyond what is required by state law. Check with your local government or recycling service provider to find out what additional materials are accepted for recycling in your area. For more information about Wisconsin's recycling program, search "recycle" at [dnr.wi.gov](http://dnr.wi.gov). Wisconsin's recycling requirements apply to everyone in the state at all residences and places of work or play.



Wisconsin Department of Natural Resources  
Bureau of Waste and Materials Management  
P.O. Box 7921, Madison, WI 53707 • (608) 266-2111  
[DNRWasteMaterials@wisconsin.gov](mailto:DNRWasteMaterials@wisconsin.gov)

The Wisconsin Department of Natural Resources provides equal opportunity in its employment, programs, services and functions, under an Alternative Action Plan. If you have any questions, please write to Equal Opportunity Office, Department of Interior, Washington, D.C. 20240.

This publication is available in alternative format (large print, Braille, audiotape etc.) upon request. Please call (608) 266-2111 for more information.

PUB-WA-1574 2012

Printed on Recycled Paper



## Monroe County Solid Waste Department Policy/Pricing on Banned Items Delivered To Landfill

**DEFINITION:** As stated in the Wisconsin Department of Natural Resources 'Wisconsin Recycles' publication PUB-WA-1574 2012: **“The items on this list are made of materials that can be reused in new products. Some also have toxic components that we do not want in our groundwater, air or soil. Recycling and composting allow landfills to last longer, provide markets with valuable reusable materials, create jobs, and prevent pollution.”**

### **PROCEDURE**

We will make every attempt at this landfill to remove any items listed below, incoming in loads, when they are discovered. We will give the driver the opportunity to dispose of these items by picking the item up at the time it is found if it is safe to do so. If it is not convenient for the driver to remove the item on-the-spot, the item will be recovered and the charges put onto the hauler's customer ticket.

While we are willing to do recovery/bill-through service on occasion, we do not want to make a habit of this. It is expected the hauler instruct the customer at the time of the container rental of what can and cannot be taken to the landfill in the hauler's load. Therefore we will charge a flat penalty rate for any item on this list found in a load at the landfill, on top of the MSW fee charged for the load. Pricing is subject to change.

### **PRICING (ABANDONED BANNED ITEMS)**

Charges passed through to customer when no pick up occurs:

- White Good (large appliances (non-freon): \$30.00
- Freon Containing appliances \$30.00
- Tractor Tires (each), lead acid batteries \$30.00
- Computers TVs DVD and VCR \$30.00
- Car and truck tires, computer peripherals \$5.00 each

### **TIRE OPTION (DRIVER REMOVES TIRES TO OUR TIRE STOCK PILE)**

Tires can be picked up, charged through, and left at our tire site. Operator will call scale with the Number of tires found on board, and the driver will also tell the scale personnel the number of tires on the load he left at the tire site before printing scale ticket. Driver will write TIRES/QTY on top of ticket.

Please refer to 'recycle' at the [www.dnr.wi.gov](http://www.dnr.wi.gov) site for a complete listing of banned items at landfills. ***“Wisconsin Recycling requirements apply to everyone in the state at all residences and places of work or play.”***



## **Monroe County Solid Waste Department Clean Wood Load Policy**

**DEFINITION:** Clean wood loads are defined as any load of untreated wood products: board foot, pallets, or packing crates which may not contain any other materials such as plastic, paper, construction rubble. Clean wood should not be confused with a general construction load.

This kind of clean wood load is beneficially reused at our facility as a final cover for the MSW (Municipal Solid Waste) site for WDNR required landfill cover.

### **ALTERNATE USES**

While Monroe County currently does not have a grind/reuse program for clean wood, it can also be ground up and resold to be used as fuel for select businesses.

### **PRICING**

Any incoming load of clean wood will be charged \$40.00 per ton if it is by definition, a 'clean load'. If the load is found to contain plastics, shingling paper, garbage and other materials, it will be charged at the MSW rate of \$49.00 per ton.

### **PROCEDURE**

Tell the scale attendant you have a clean wood load. The scale attendant will call the landfill operator by radio to inform him, and he will direct you on where to dump the load when you arrive at the landfill. If after dumping, the load is full of paper and other materials, the operator may opt to move the load to the MSW site and MSW fees apply. The operator will call the office to report any issues. A service fee for moving the load of \$25 per load may be assessed if moving the load to the active site is required.



## Monroe County Solid Waste Department Clean Shingle Load Policy

**DEFINITION:** Clean shingles are defined as any load of scrap asphalt or shake shingles, old or new, which may or may not contain tar paper and shingle nails.

This kind of shingle load, without paper, plastic shingle wrappers, ridge cap, pipe boots and garbage, can be recycled and beneficially reused for road material. This is done by running the waste through a grinder, magnetizing out the metal scrap, and turning the old shingles into a granular powder that can be added back into road asphalt in small percentages. Regrinding and stockpiling shingles saves landfill space. This type of shingle load can also be used as a cover material (not ground) which saves the landfill money on the purchase of cover soil.

### **ALTERNATE USES**

While Monroe County currently does not have a grind/reuse program for shingles, and there is no ban on depositing shingles directly into the landfill, we will stockpile and discount a load by definition of clean shingles for daily cover material at the sanitary landfill site until such time we have a market for reusing these materials. Straight shingle loads keep landfill paper from becoming air-borne.

### **PRICING**

Any incoming load of shingles will be charged \$36.00 per ton if by definition, is a 'clean load'. Shingles mixed with plastic, shingling paper, garbage and other materials will be charged at the MSW rate of \$49.00 per ton.

### **PROCEDURE**

Tell the scale attendant you have a clean load of shingles. The scale attendant will call the landfill operator by radio to inform him and he will direct you on where to dump the load when you arrive at the landfill. If after dumping, the load is full of paper, the operator may opt to move the load to the MSW site and MSW fees apply. The operator will call the office to report any issues. A service fee for moving the shingles of \$25 per load may be assessed if dumping dirty shingles into a clean stockpile.



# Monroe County Solid Waste Department

**20448 Junco Road • Norwalk, WI 54648 • 608-269-8783 phone • 608-823-7303 fax**

## Landfill Use Permit Rules and Regulations

1. No smoking at any time while on the premises of the Solid Waste Department. Extinguish smoking materials within vehicle.
2. Vehicles having a permit to haul waste to the landfill site shall be completely enclosed or tarped so as to prevent any portion of the load to fall from the vehicle.
3. Untarpering shall take place in a designated area at least 50 yards from moving landfill compactor or moving loader. No untarpering on the working face of the landfill.
4. Landfill equipment shall have the right away.
5. Drivers shall be wearing a Hi-Vis, ANSI green vest in the unloading area. A vest may be signed out and borrowed from the office and is mandatory at all times. Vests not returned will be billed to the driver's company at \$25 per vest.
6. Signed Permittee has read the attached Monroe County Landfill Fire Policy, and agrees to instruct all drivers and office personnel before dispatching, as to the reporting and handling expectations of the Landfill Fire Policy.
7. Waste will be received from 7:00 a.m. to 3:30 p.m. Monday through Friday. Landfill contractor works until 4 pm to cover waste.
8. The permit holder agrees that it will, at all times, during the existence of the permit, indemnify and save harmless Monroe County against any and all liability, loss, damage, cost or expenses which the County may sustain, incur, or be required to pay by reason of the operation of permit holder's vehicle on the County Sanitary Landfill causing personal injury, death or property loss.
9. Any driver found in violation of these rules will be given a verbal warning and the driver's company will be contacted. Any driver who continues to violate landfill rules will be prohibited from accessing the landfill for a period of three days on a second offense, two weeks for the third offense, and permanently on a fourth offense. A Notice of Violation Form will be sent to the driver's employer with each offense.
10. Banned items from landfill are listed on Addendum B. Appliances, Electronics, Tires, and Batteries discovered within loads will be removed from site by hauler (where possible) while at the site. If compactor operator discovers items in load after driver has left, or it is ascertained the removal by driver is a safety hazard, the item(s) will be placed to the side of the active site, and the operator will contact landfill office with load/driver information. Contact will be made with hauling entity's office and arrangements will be made to either remove item(s) from the landfill, or additional charges will be added to the initial ticket. Removal will be 24 hours from telephone call to driver's office. Additional per item pricing listed on Landfill Banned Materials Procedure.

**PLEASE ENTER THE SCALE VERY SLOWLY AND BRAKE GRADUALLY. IT IS PREFERRED YOU COME TO A FULL STOP FIRST BEFORE DRIVING AHEAD ONTO THE SCALE. QUICK STOPPING IS HARD ON THE SCALE HARDWARE. YOU MUST ALLOW THE TRUCK AHEAD TO EXIT AT LEAST TO THE COUNT OF FIVE BEFORE PULLING AHEAD TO ALLOW THE SCALE TIME TO RESET TO -0-.**



# Monroe County Solid Waste Management Fire Load Policy

## DEFINITION

A fire load or hot load, is any material that contains, but is not limited to, the remains of any object (house, business, garage, industrial process, burn barrels, etc.) that have been subjected to high heat or combustion/fire. Receiving a fire load at the landfill is very dangerous.

Once a landfill is on fire, it is very difficult to put out as there are acres of layered building materials compacted within the waste. In 2016 three area landfills have caught on fire. Neighboring counties have had fires due to materials delivered to the landfills too soon after the fire event or industrial process. The purpose of this policy is to educate and define parameters between customers of the landfill and Monroe County Solid Waste in working with fire loads.

## SCOPE

This policy pertains to all permitted contractors and haulers, and their staff, including owners, office staff and drivers. A minimum of a two week waiting period is preferred before delivering any fire load to the landfill. **IN EVERY CASE, THE HAULING COMPANY MUST** call the landfill for approval to deliver a fire load(s), no matter how long ago the fire occurred, no exceptions. Based on the date of the fire, the landfill will either allow or disallow delivery. If less than two weeks and allowed, and based on a case-by-case situation, additional handling charges of up to \$250.00 may be assessed as the landfill operator may have to prepare an area away from the active site for the hot load, separate from the daily materials.

## PROCEDURE

1. Effective immediately (09/11/2015), hauling company must call for an approval to dispose of any load that has been involved in a fire. We need the following:
  - a). Date of Fire
  - b). Address of Fire
  - c). Amount of material expected (# of loads)
2. Based on the date of the fire, the landfill will either allow or disallow delivery to the landfill.
3. Upon approval, hauler should instruct driver to intercom notify the office personnel at the landfill when material has arrived at the scale.
4. If allowed, and based on a case-by-case situation, additional handling charges may be assessed (up to \$250.00). This fee is charged as the landfill operator has additional labor incurred to prepare ground and monitor the load(s).
5. The landfill reserves the right to load inspections and also reserves the right to reject or postpone delivery based on its findings.

Please help keep our Monroe County Landfill site safe by training all personnel affected by this policy. A fire can be a catastrophic event, and can affect your company's ability to conduct business at the landfill.



# Monroe County Landfill 2018

Jan 01: New Year's Day (Mon)

Jan 16: M L King Day

Feb 14: Valentine's Day

Feb 20: Presidents' Day

March 30: Good Friday (open)

Apr 1: Easter Sunday

May 13: Mothers Day

May 28: Memorial Day (closed)

Jun 18: Father's Day

Jul 04: Independence Day

Sep 03: Labor Day

Oct 09: Columbus Day

Oct 31: Halloween

Nov 11: Veterans Day

Nov 22: Thanksgiving (closed)

Dec 25: Xmas Tue

Landfill will be closed only the

Highlighted County holidays

Scale Hours: 7:00 am-3:30 pm

Office hours 8:00 am-4:00 pm

January	February	March	April
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
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8 9 10 11 12 13	4 5 6 7 8 9 10	4 5 6 7 8 9 10	1 2 3 4 5 6 7
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21 22 23 24 25 26 27	18 19 20 21 22 23 24	18 19 20 21 22 23 24	15 16 17 18 19 20 21
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			29 30
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20 21 22 23 24 25 26	17 18 19 20 21 22 23	15 16 17 18 19 20 21	19 20 21 22 23 24 25
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September	October	November	December
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16 17 18 19 20 21 22	21 22 23 24 25 26 27	18 19 20 21 22 23 24	16 17 18 19 20 21 22
23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30	23 24 25 26 27 28 29
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