

M O R R I S C O U N T Y



M U N I C I P A L U T I L I T I E S A U T H O R I T Y

Morris County Municipal
Recycling Coordinators Meeting
February 26, 2025

This meeting has been approved for

- 3 CRP Classroom Credits
- 1.5 CPWM Technical Credits
- 1.5 CPWM Information Technology Credits

Attendees are required to stay for the entire meeting.

PowerPoints will be posted on the MCMUA website:

https://mcmua.com/sw_recy_mrc.asp.

Agenda

Welcome, Introduction, and Breakfast: Anthony Marrone, MCMUA District Recycling Coordinator
Curbside Updates: Alexandra McNulty, MCMUA Environmental Educator/ Assistant Recycling Specialist
HHW & Solid Waste Updates: Stephen Adams, MCMUA Hazardous & Vegetative Waste Manager
Recycling Market Updates: Eric Gabrielson, Operations Manager, Republic Services

NJDEP Bureau of Recycling & Hazardous Waste Management: Alexander Sadat, NJDEP Senior Environmental Engineer

NJDEP Bureau of Solid Waste Compliance & Enforcement: Gina Lugo, NJDEP Northern Counties Compliance & Enforcement Supervisor

Break

MCMUA Tips for the MTG Process: Anthony Marrone, District Recycling Coordinator; Maura Toomey, Assistant District Recycling Coordinator; Alessia Eramo, Recycling Education and Training Administrator

NJDEP Division of Sustainable Waste Management: Erin Jensen, NJDEP Environmental Specialist

Reminders & Meeting Wrap-Up: Anthony Marrone

Lunch

Hands-On Tonnage Report Training in the Library's Computer Lab

Introduction & Program Updates

Anthony Marrone, MCMUA
District Recycling Coordinator

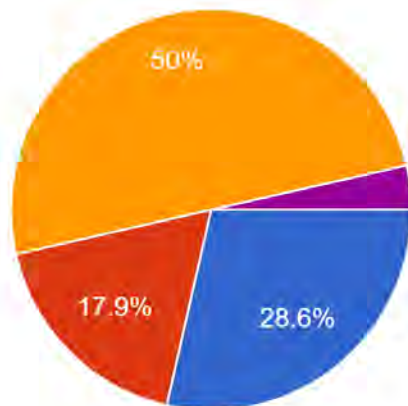


Municipal Programs Survey Results

- 28 responses out of 39 towns
 - Once the remaining surveys are completed, the results will be shared at the June 18th meeting.
- 4 towns responded “no recycling depot/ convenience center
- Most towns have single stream curbside collection
- Curbs collection schedule:

How frequent is your curbside recycling collection?

28 responses



- Weekly single stream
- Weekly dual stream (alternating weeks commingled & fiber)
- Every other week single stream
- Twice weekly dual stream (commingled & fiber on separate days within the same week)
- None Just a recycling center

Curbside Collection

Curbside Haulers:

- MCMUA
- Blue Diamond
- Municipal DPW
- Gaeta

Single Stream Markets:

- Republic Services/ Re-Community

Dual Stream Markets:

- Republic Services/ Re-Community
- Trinity
- Ricova
- Atlantic Coast

The end market for these MCMUA curbside collection is [Republic Services](#), 103 Iron Mountain Road, Mine Hill, NJ 07801.

Vegetative Waste Materials

Markets Identified	Materials
MCMUA Mt. Olive Compost	Mixed leaves & grass
Nature's Choice	Mixed yard waste
RER Supply	Mixed yard waste, logs, stumps, leaves
Elvada Supply	Mixed leaves & grass, leaves
Wood Tree Farm	Brush, logs
Northeast Products	Brush
The Firewood Farm	Brush
Environmental Renewal	Logs, leaves
Dan Como	Woodchips
S Rotundi & Sons	Leaves
Leo Hinds	Leaves
DPW grinding/ municipal compost site	Brush, woodchips, leaves

Hazardous/ Universal Waste Materials

Materials accepted	Markets
Motor Oil	Lorco, Loeffel's, Heritage Crystal Clean, DPW usage
Oil filters	Lorco, Loeffel's
Antifreeze	MCMUA HHW facility, Lorco, Loeffel's
Rechargeable batteries	MCMUA HHW facility, Call2Recycle, Li Industries, Terracycle
Lead-acid batteries	Camps, H&C Metals, Southard Salvage, NAPA
Propane tanks	MCMUA HHW facility, Paraco, Station Metals, Blue Rhino
White goods with freon	Raimo, Camps, Southard Salvage, H&C Metals, Station Metals, Al's Appliance
White goods without freon	Raimo, Camps, Southard Salvage, Station Metals, Al's Appliance, Klein Recycling, Dublin Scrap Metal, Sars Auto Wreckers, GreenChip
Fluorescent bulbs & tubes	AERC, American Lamp, MCMUA HHW facility

Bulky Materials

Materials accepted	Markets
Large rigid plastics	Republic Services
Scrap metal (light iron, ferrous metal)	Southard Salvage, Camps, H&C Metals, Raimo, Sars Auto Wreckers
Aluminum	Southard Salvage, Camps, Federal Metals, H&C Metals, Klein Recycling, Rockaway Recycling, Raimo, Sars Auto Wreckers
Cast iron/ steel	Southard Salvage, Camps, Dublin Scrap Metal, Federal Metals, H&C Metals, Klein Recycling, Sars Auto Wreckers

Additional Materials Accepted

Materials accepted	Markets
Textiles	Turnkey, Goodwill, Helpsey, PlanetAid, AmVets, Market Street Mission, Recycling Technologies & Dean Trading, Millennium Textiles
Cooking oil, fat, grease, lard	Loeffel's, Darpro/ Darling, Mopac/jbsfoodsgroup
Tires on the rim	Phoenix Rubber, Tyrex
Tires off the rim	Phoenix Rubber, Tyrex, Casings, Cali
E-waste (CEDs)	Covanta, GreenChip, MRM, SAMR/ EACR
E-waste (non-CEDs)	GreenChip, Green Vision, MRM
Food waste	Green Bucket, Neighborhood Compost, Java's Compost
Plastic film	Kohl's, Acme, Target, Home Depot, Lowes, Shoprite
Book donation	Book Drop, New Legacy, Better World Books
Styrofoam	Princeton Molding (Densified), Plastic Services Inc.

Collection Events

Shredding Events:

- Stericycle
- All Shred
- Pro-Shred Security
- Absolute Shredding
- Intelli Shred
- Safeguard

E-waste Events:

- GreenChip
- MRM

Styrofoam Events:

- Plastic Services Inc.
- Long Hill DPW

Discussion

- Long Hill Styrofoam Recycling
- Morristown special pizza box collection days & cat litter recycling program
- Plastic film recycling opportunities
 - Union County DPW Collection Program
- Other?

Curbside Updates

Alexandra McNulty, MCMUA
Environmental Educator/
Assistant Recycling Specialist



MCMUA'S CURBSIDE DEPARTMENT: REMINDERS AND UPDATES

Alex McNulty

MCMUA's Curbside
Department: 973-659-3490



- Frozen Loads
 - Material frozen to the bottom of roll-off containers may not be fully emptied. The MCMUA will do their best to dispose of all material but if the material is frozen and unable to be removed it will be returned.
- Road Work
 - Please report road work/ construction to the MCMUA's curbside department if it will impede collection day. If not reported, crew will not be sent back to collect material.
- Reporting Missed Recycling
 - Missed recycling collection must be reported to the MCMUA's curbside office no later than 10am the day following collection. The MCMUA will not return to collect recyclables that were put out late or contained unacceptable material.
- Reporting a Damaged Can
 - If a resident believes the MCMUA damaged or took their recycling can they must report this within 24-48 hours. On board cameras will be checked. Should a replacement be issued due to MCMUA's negligence, it will be replaced with a standard 32-gallon recycling container. The MCMUA does not reimburse residents for recycling cans. Report broken cans through MCMUA's website:
[HTTPS://MCMUA.COM/SUPPORT.ASP](https://mcmua.com/support.asp)
 - Residents in the MCMUA's curbside recycling program must have a can that fits the following criteria: 32-gallons or less, two handles, a completely removable lid, and must not exceed 50 lbs. when full.

REPORTING A DAMAGED CAN

THE MCMUA REQUIRES RESIDENTS TO USE A 32 GALLON CONTAINER WITH HANDLES AND A LID FOR RECYCLABLES. THE WEIGHT OF THE CAN WHEN FULL CANNOT EXCEED 50 LBS.

IF YOU BELIEVE THE MCMUA LOST OR BROKE YOUR RECYCLING CAN, PLEASE REPORT IT NO LATER THAN 48 HOURS AFTER COLLECTION. THE MCMUA WILL USE THE TRUCK'S ON BOARD CAMERA TO DETERMINE IF A REPLACEMENT WILL BE ISSUED. NOTE: THE MCMUA DOES NOT REIMBURSE RESIDENTS FOR RECYCLING CANS.



WHERE SHOULD I REPORT?

REPORT DAMAGED OR LOST CANS BY FILLING OUT AT THE CUSTOMER SUPPORT PAGE AT [HTTPS://MCMUA.COM/SUPPORT.ASP](https://mcmua.com/support.asp) OR CALL THE MCMUA'S CURBSIDE OFFICE AT 973-659-3490

SCAN THE QR CODE BELOW FOR MORE INFORMATION ON RECYCLING RESPONSIBLY



M

Recycling Tips for Winter Weather



Winter weather poses unique challenges for recycling collection. Follow these tips this winter season to eliminate challenges with your recycling collection.

Put a Lid on it!

Wet and snow-covered recyclables are not acceptable in the MCMUA's recycling program. Moisture contaminates the recyclables so that they cannot be properly processed. The MCMUA crew will leave wet recyclables behind. The MCMUA asks residents to use a 32-gallon container with a lid to avoid moisture contamination.



Snow Removal

Ice and snow can pose dangers for sanitation workers. Be sure your recyclables are placed properly at the curb. Remove snow and ice from on and around your containers. Do not place cans on snow banks.



Stay Up to Date

Check the MCMUA's website, your municipality's Recycle Coach app, and Social Media pages to stay updated on rescheduled or canceled recycle collections due to inclement weather.



Timing is Everything

Recycling should be placed at the curb the night before collection or by 6 am the day of collection. Late setouts will not be collected. If you believe your recycling was missed, you must report this to your municipality or the MCMUA by 10 am the day following collection.



www.MCMUA.com



Winter Weather Recycling Notification

As winter approaches, so does the threat of inclement weather. To avoid rejected recycling loads and ensure timely collection of roll-off containers, follow the guidelines below.

Keep a lid on it!

Properly utilize containers that have lids. Lids prevent snow and moisture from contaminating recyclables. Snow-covered loads run the risk of being rejected by the MRF. Should recyclables be rejected, the container will be brought back to your municipality until the snow has melted and the recyclables have dried. Any disposal fees associated with the contaminated load will be passed onto the municipality.

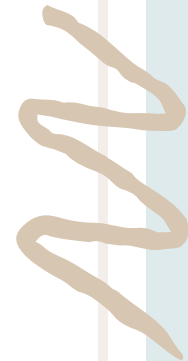
Timing is Everything

Unless otherwise contracted, roll-off container collection is on a call-serve basis. Please call when containers are almost full to ensure prompt service and avoid overflow. Do not wait until the containers are completely full. Have containers ready to be emptied (for example: material inside, lids closed).

Snow Removal



Have snow and ice removed from on and around containers promptly. Snow and ice pose a risk of injury to sanitation workers.



HHW & Solid Waste Updates

Stephen Adams, MCMUA Hazardous and
Vegetative Waste Manager

James Deacon, MCMUA Solid Waste
Coordinator



HHW Drop-Off Event Days

Saturday, May 17 at 9 AM - 2 PM
Jefferson Township DPW
1033 Weldon Road, Lake Hopatcong, NJ 07849

Saturday, June 21 at 9 AM - 2 PM
Chatham High School
255 Lafayette Ave., Chatham Township, NJ 07928

Saturday, September 20 at 9 AM - 2 PM
Pequannock Valley Park
Marvin Road, Pompton Plains, NJ 07444

Saturday, November 8 at 9 AM - 2 PM
County College of Morris - Parking Lot #1
214 Center Grove Road, Randolph, NJ 07869

**HOUSEHOLD HAZARDOUS WASTE
DROP-OFF EVENT DAYS
2025**

MORRIS COUNTY
mua
MUNICIPAL UTILITIES AUTHORITY

ACCEPTABLE MATERIALS

- Aerosol Cans
- Asbestos (100 Lbs. Maximum, Wetted, Double Bagged, & Taped)
- Automotive Fluids
- Driveway Sealant & Roofing Tar
- Fire Extinguishers
- Gasoline, Kerosene, & Diesel Fuel
- Household Cleaning Products
- Lead Acid, Button Cell, Lithium-Ion & Rechargeable Batteries
- Mercury-Containing Bulbs & Devices
- Muriatic Acid
- Oil-Based Paints, Stains, Lacquers, & Varnishes
- Paint Thinners, Removers, & Solvents
- Pesticides, Herbicides, & Fertilizers
- Photo Chemicals
- Pool Chemicals
- Propane Tanks of 20 Lbs. or Less

UNACCEPTABLE MATERIALS

- Alkaline & Carbon Zinc Batteries
- Business Waste
- Compressed Gas Cylinders
- Containers Larger Than 5-Gallons
- Empty Containers
- Explosives
- HHW Generated Outside of Morris County
- Highly Reactive & Unstable Materials
- Medical Waste & SHARPS
- Radioactive Materials
- Smoke & Carbon Monoxide Detectors
- Unknown & Unlabeled Materials
- Used Consumer Electronics (E-WASTE)
- Water-Based / Latex / Acrylic Paint

Latex Paint
(Dry and Dispose in Regular Trash)

DATES:

Saturday, May 17 9 am - 2 pm Jefferson Township D.P.W. 1033 Weldon Road, Lake Hopatcong, NJ 07849	Saturday, September 20 9 am - 2 pm Pequannock Valley Park Marvin Road, Pompton Plains, NJ 07444
Saturday, June 21 9 am-2 pm Chatham High School 255 Lafayette Ave., Chatham Township, NJ 07928	Saturday, November 8 9 am - 2 pm County College of Morris - Parking Lot #1 214 Center Grove Road, Randolph, NJ 07869

Morris County residents **MUST** show proof of address | Commercial vehicles are **NOT** permitted at these events

Flyers available to download
at www.MCMUA.com

Transfer Station Tip Fees

As of 1/1/2025, the cost to tip solid waste increased by \$3.75/ton from 2024 fees.

- ▶ \$115.00/ton - Type 10 (municipal, residential, commercial, industrial)
- ▶ \$115.00/ton - Type 13 (bulky)
- ▶ \$115.00/ton - Type 13C (construction and demolition)
- ▶ \$115.00/ton - Type 23 (vegetative)
- ▶ \$101.99/ton - Type 25 (animal processing)
- ▶ \$115.00/ton - Type 27 (non-hazardous industrial)*
- ▶ \$500.00/ton - Tire Recycling

* May require pre-approval prior to acceptance

All disposal fees listed include the \$3.00/ton New Jersey Recycling Enhancement Act (REA) recycling tax.

Recycling Market Updates

Eric Gabrielson, Republic Services
Operations Manager





Sustainability in Action

Morris County Utilities Authority (MCMUA) Presentation

John Jabour-Gehman, General Manager

Eric Gabrielson, Operations Manager

Angela Celeste, Municipal Services Manager

Recycling Markets

- 01 Economic Overview
- 02 End Markets updates
- 03 Safety and Hazards
- 04

- WHO WE ARE

Today's economy

Interest rates

Still looking for a “soft landing”

Trade Policy

Tariffs affect trade on certain items with Mexico, Canada & Asia
– not Europe (2.25.25)

Consumer spending

Signs of weakness emerging

How does this translate to us?

- Commodity prices rise and fall with demand
- Consumerism is slowing down at present, but for how long?
- Wait and see approach by Wall Street and by Main Street with new policies

YTD – less material per household

- Engineered resource management
- Consumers are bearish

Commodity Markets

Export Markets - Fiber

- Generation is down (February is typically the slowest month)
- Trying to push a price decrease, but orders are strong
- Driven by Domestic pricing –

Domestic Markets – Containers

- HDPE Natural & Used Beverage Container near record highs
- HDPE Color & PET stable, not strong
- Tin not making much news – could benefit from tariff policy

Glass – Safety – Processing - Tying it all together

WM Northhampton – destroyed by fire in early February 2025

- Fire source is not yet known/disclosed
- Neighbors with a glass recycler – the recycler we use
- No outlet for glass = no processing capability

Out takes

- Good facilities must have a plan B
- Fires continue as a major threat –monitor and communicate about **batteries**
- Morris Recycling began an e-waste program to help remove batteries



Angela Celeste

Manager – Municipal Services

e: ACeleste@RepublicServices.com
c: 908-339-5911

John Jabour Gehman

General Manager – Northeast Recycling

e: Aholt3@RepublicServices.com

Eric Gabrielson

Operations Manager – Mine Hill Recycling Facility

e: egabrielson@RepublicServices.com
C: 973-580-5858



Member of
**Dow Jones
Sustainability Indices**

Powered by the S&P Global CSA

Sustainability Yearbook

Member 2023

S&P Global

NJDEP Bureau of Recycling & Hazardous Waste Management

Alexander Sadat, NJDEP
Senior Environmental Engineer



**NEW JERSEY
DEPARTMENT OF
ENVIRONMENTAL
PROTECTION**



Recycling Depots, Convenience Centers, and Recycling Exemptions

February 25, 2025
MCMUA MRC Meeting



Agenda

Recycling Depots

Convenience Centers

Defining an Exemption

Why are there Exemptions


Exemption Requirements

Exemption FAQs

Questions




Recycling Depots



Recycling Depot is a facility designed and operated for receiving and temporarily storing, for a period not to exceed two months, Class A recyclable materials and/or non-container plastic materials prior to their transport to a recycling center or end-market. (**N.J.A.C. 7:26A-1.3**)



Convenience Centers



Convenience center is a site where one or more containers are located for temporary storage of solid waste and/or recyclable materials brought to the site by persons transporting only their own household solid waste and/or recyclable materials in passenger automobiles bearing general registration plates (N.J.A.C. 7:26-1.4)

What do you mean by “exemption?”

- Exempt from obtaining general or limited approval
- Exempt from Inclusion in District Solid Waste Management Plan*
- Small-Scale Recycling Operations



Why did DEP create exemptions?

To Encourage Small-Scale Recycling

Initial Application Recycling Fees:

- B = \$5,280.00
- C = \$11,582.00
- D = \$15,700.00

Annual General Approval Fees:

- B = \$4,724.00
- C = \$7,928.00
- D = \$7,106.00

Renewal Fees:

- B = \$960.00
- C = \$4,826.00
- D = \$3,140.00

Annual Compliance and Enforcement Fees:

- B = \$9,130.00
- C = \$9,130.00
- D = \$12,175.00



How does one become exempt?

- **Operational Criteria:**
 - Capacity Limits
 - Storage Time Limits
 - Processing Limitations
- **Compliance with all other application laws and regulations**
- **Notification Criteria:**
 - Host County Solid Waste Coordinator
 - Host County Recycling Coordinator
 - Host County Health Department
 - Host Municipality Zoning Officer
 - The New Jersey Department of Environmental Protection
 - Department of Agriculture
- **Reporting Criteria:**
 - Annual Reports due by March 1st every year for the following exemptions: 1, 2, 3, 4, 6, 9, 10, 11, 12, 13, 15, 18, 20, 21, 23 and 24





Frequently Asked Questions (FAQs)

Q: When can exempt recycling activity operation begin?

A: When an exemption form submitted to the Department with all pertinent approvals (which has all relevant municipal and county officials copied) and is then acknowledged by the Department, an exempt recycling activity may begin operation.

Q: How many exempt recycling centers are there in the State of NJ?

A: Roughly 885



FAQs (continued)

Q: Is municipal approval required?

A: Yes

Q: Are there additional documentation required for acknowledgement?

A: Yes, for exemptions 12, 13, 18 and 23

Q: Are municipalities exempt from exemption requirements

A: No

Q: How often are exempt facilities inspected?

A: On average once a year, mostly by County Health Officers.



FAQs (continued)

Q: Should the Department be notified if an exempt recycling facility ceases operations?

A: Yes

Q: Does the Department preempt local zoning ordinances regarding exempt recycling operations?

A: No

Q: What is the remedy for a party operating prior to submitting proper notification?

A: Immediate notification



FAQs (continued)

Q: Material storage requirements?

A: It depends!

Q: Is baling considered processing?

A: Yes, the act of baling is considered a processing activity.

Q: What can I do if I come across an unauthorized recycling facility?

A: Contact the Bureau of Solid Waste Compliance & Enforcement: (609-929-4539)

A: NJDEP Hotline: (1-877-927-6337)



FAQs (continued)

Q: Is there a limit on how many exemptions one can conduct?

A: No

Q: What are the requirements for approved recycling facilities that want to engage in exempt recycling activities?

A: Must Submit a GA Modification Application + meet county planning requirements @ NJAC 7:26A-6.11



FAQs (continued)

Q: Are there any solid waste/recycling fees associated with exempt recycling centers?

A: Exemption #13 has an annual compliance and monitoring fee. No other exemptions have associated fees.



FAQs (continued)

Q: Where can the Notification of Exempt Recycling Activity be found?

A:

<https://www.nj.gov/dep/dshw/resource/forms.htm>

Q: Where can the exempt recycling database be found?

A: <https://www.nj.gov/dep/dshw/>



Questions?



Contact Us

Alex Sadat, Senior Environmental Engineer II
Bureau of Recycling &
Hazardous Waste Management
Division of Sustainable Waste Management



Exemptrecycling@dep.nj.gov



www.nj.gov/dep/dshw



609-984-3438

Like & follow us!



@newjerseydep



@nj.dep

NJDEP Bureau of Solid Waste Compliance & Enforcement

Gina Lugo, NJDEP
Northern Counties Compliance &
Enforcement Supervisor



**NEW JERSEY
DEPARTMENT OF
ENVIRONMENTAL
PROTECTION**

County Environmental Health Act (CEHA)

Pursuant to authority delegated by the commissioner of the NJDEP (“Department”), under CEHA (N.J.S.A. 26:3 A2-21), the Morris County Division of Public Health (MCDPH) assumes the responsibility to conduct inspections and investigations on behalf of the Department; specifically, for the following programmatic areas:

- Air pollution
- Safe drinking water
- Pesticides
- Noise
- Solid Waste

The Division of Public Health also operates the Hazardous Materials Team under the guidance of CEHA.

Goals of MCDPH as an agent of NJDEP

Be present, be active

- Keep our environment safe and clean
- Keep the regulated community in compliance
- Prevent illegal dumping of materials
- Track down those responsible for illegal dumping of materials in the County
- Respond to incidents that are reported to the NJDEP hotline
- Inspect private, municipal, and county solid waste and recycling facilities on behalf of NJDEP
- Meet the requirements of the NJDEP issued work plan

MCDPH Work Plan FY 2025:

These are the minimum required inspections:

- Transfer station (2)
- Class A recycling facilities (4)
- Class B recycling facilities (7)
- Class C recycling facilities (4)
- Convenience centers (5)
- Exempt tire recycling facilities (10)
- Vehicle inspections (50)
- Container inspections (50)
- Observe recycling compliance of solid waste facilities (25)
- Single Use Plastic Ban inspections (75)
- Generator recycling inspections (20)
- Food waste recycling compliance (5)
- Soil & fill compliance (5)
- Respond to NJDEP incidents/ investigations at the request of NJDEP

MCDPH has a history of exceeding these numbers and are on pace to once again do so in FY 2025.

Convenience Centers

As per N.J.A.C. 7:26-1.4, a convenience center is:

“a site where one or more containers are located for temporary storage of solid waste and/or recyclable materials brought to the site by persons transporting only their own household solid waste and/or recyclable materials in passenger automobiles bearing general registration plates.”

Recycling Center

As per N.J.A.C. 7:26A-1.3, a recycling center is:

“a facility designed and operated solely for receiving, storing, processing, or transferring source-separated recyclable material (Class A, Class B, Class C, and/or Class D recyclable material as defined at N.J.A.C. 7:26A-1.3). Recycling centers shall not include recycling depots, manufacturers, or scrap processing facilities as defined at N.J.A.C. 7:26A-1.3.”

Recycling Depot

As per N.J.A.C. 7:26A-1.3, a recycling depot is:

“a facility designed and operated solely for receiving and temporarily storing, for a period not to exceed two months, Class A recyclable materials and/or non-container plastic materials prior to their transport to a recycling center or end-market.”

Notice of Recycling Activity Exemption

In accordance with state regulations (N.J.A.C. 7:26A-1.4), limited recycling activities are exempt from needing NJDEP solid waste division general or limited approval prior to operating.

Notice of Recycling Activity Exemption

- In accordance with state regulations (N.J.A.C. 7:26A-1.4), limited recycling activities are exempt from needing NJDEP solid waste division general or limited approval prior to operating.
- A Notice of Exempt Recycling Activity form should be submitted to the township zoning office, NJDEP, MCDPH, and MCMUA.
- The Notice of Recycling Activity Exemption provides the rules on each recycling activity.

Notification of Exempt Recycling Activities

INSTRUCTIONS:	
•	In order to complete the exemption acknowledgement application, once all prior township and other approvals are attained, please fill out the below form.
•	Copies of the form must be sent to the Department, in electronic and physical formats.
•	If choosing to send the completed application as email form, please send it to: exemptrecycling@des.nj.gov . The host Municipality's zoning officer, host County Health Department, host County Solid Waste Coordinator, and host County Recycling Coordinator must be copied in the email.
•	If choosing to send the completed application in physical form, please send it to: Mail Code 401-02C, New Jersey Department of Environmental Protection, Division of Sustainable Waste Management, Bureau of Recycling & Hazardous Waste Management, P.O. Box 420, Trenton, New Jersey 08625-0420. The host Municipality's zoning officer, host County Health Department, Solid Waste Coordinator, and Recycling Coordinator must receive a copy of the form; proof may be given in the form of return mail receipts. Contact information for the townships and recycling coordinators can be found at http://www.nj.gov/dep/dshw/recycling/recycolor.htm .
<small>Note: All exemptions taking place with actions related to farming must submit schedules of completion/completed copies of the Agricultural Management Plans (AMPs) and/or Conservation Plans to the Department's attention before the activity can be formally acknowledged. The exemptions that fall under this category are the following: 12, 13, 18, and 23.</small>	
<small>An unofficial copy of the Recycling Regulations, N.J.A.C. 7:26A-1.4, can be obtained from the Department's internet website at: www.state.nj.us/dep/dshw/resur/recrules.htm.</small>	
OPERATOR INFORMATION	
Name: _____	Title: _____ Company: _____
Mailing Address: _____	
Municipality: _____	County: _____ State: _____ Zip Code: _____
Telephone Number: _____	Extension: _____ Fax: _____
Email Address: _____	
EXEMPTION(S) CLAIMED	
1a. Which exemption(s) will you be operating pursuant to?	
List all exemption numbers that apply from the Exemption Summary List on page two of this form.	
Exemption #'s: _____	
1b. Type of material(s) to be managed: _____	
2. Are you filing for Exemptions #7 or #20 and planning to operate on a <u>continuous basis</u>? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If "Yes", indicate how material is being stored:	
<input type="checkbox"/> Roll-off containers <input type="checkbox"/> Other container (specify): _____	
Provide the Facility NJPDES Permit Number: _____	
ACTIVITY LOCATION	
Provide the location where activity is to be conducted (if activity is to be conducted at more than one location, you must complete and submit a notification form for each location.):	
Street Address: _____	
Municipality: _____	County: _____ Zip Code: _____
Block(s): _____	Lot(s): _____
Location Description (construction site, shopping mall, farm, industrial park, etc.): _____	
Provide the property Owner information:	
Name: _____	Title: _____
Company: _____	Telephone Number: _____ Extension: _____
Mailing Address: _____	
Municipality: _____	County: _____ State: _____ Zip Code: _____

Notice of Recycling Activity Exemption

- Division of Sustainable Waste Management Forms:
<https://www.nj.gov/dep/dshw/resource/forms.htm>
- Notification of Exempt Recycling Activities form:
https://www.nj.gov/dep/dshw/resource/notifyexempt.pdf?v_16

EXEMPTION SUMMARY LIST

Exemption #	Description of Exempt Recycling Activities
1	Manufacturers, for the receipt, storage or processing of source-separated materials, including asphalt manufacturing plants and pallet manufacturers or refurbishes.
2	Recycling of source separated recyclable materials which are generated, processed, and reused as a product exclusively at the point of generation. Petroleum contaminated soils are prohibited, and materials may not be received from off-site.
3	Recycling of tree branches, limbs, trunks, brush and/or wood chips derived from tree parts.
4	Retreading and/or remolding of tires.
5	Receipt of less than 5,000 tires per month. No processing of any kind can take place.
6	Scrap tires are received, stored, and processed into artificial reef units for use in artificial reef projects approved by the Department.
7	Receipt of source-separated Class B recyclable materials with the exception of scrap tires, leaves, non-container plastic materials, and petroleum contaminated soil for temporary storage.
8	Processing of petroleum contaminated soil at the point of generation using mobile recycling equipment.
9	Receipt, storage, processing, and transfer of non-container plastics.
10	Land clearing activities, whereby on-site trees and tree parts are uprooted, processed into wood chips at the point of generation, and utilized as a product (on-site or off-site).
11	Receipt, storage, processing, and transfer of source-separated textiles.
12	Leaf mulching on land deemed actively devoted to agricultural or horticultural use. Layered leaves must be incorporated into the soil by the next tillage season.
13	Receipt of yard trimmings for composting. No more than 10,000 yd ³ (Cubic Yards) of yard trimmings can be received per year. Inclusion in solid waste management plan of the solid waste management district within which the facility is to be located is mandatory prior to operation.
14	Collection, consolidation, and transfer of universal waste for recycling, treatment, or disposal and/or Class D recyclables for recycling, managed by small quantity handlers.
15	Collection, consolidation, and transfer of universal waste for recycling, treatment, or disposal and/or Class D recyclables for recycling, managed by large quantity handlers.
16	Transportation of universal waste for recycling, treatment, or disposal and/or Class D recyclables for recycling, managed by universal waste transporters.
17	Collection, consolidation, and transfer of source-separated Class D recyclables for recycling.
18	Receipt of yard trimmings for composting where the finished compost product is applied on site on land deemed actively devoted to agricultural or horticultural use or on mined lands being restored under an approved restoration plan.
19	Leaf transfer facility. No more than 1,000 yd ³ of leaves can be received per day.
20	Receipt, storage, processing, and transfer of source-separated concrete, asphalt, brick, and block. Contractor must be the sole generator and sole end user of the material. Sale of the material is strictly prohibited. Please see www.state.nj.us/dep/dshw/lrm/concrete.htm for additional information.
21	Recycling of source-separated Class C recyclable materials that are generated and processed on site into a product for sale and/or use off-site.
22	Receipt of less than 3,000 yd ³ of leaves per year and/or 1,000 yd ³ of grass clippings per year at a site for transfer.
23	Receipt of farm feedstocks on a farm for composting where less than 10,000 yd ³ are received per year.
24	Receipt and storage of architectural salvage items at a commercial enterprise.

This list of descriptions is only a summary of existing recycling exemptions. The complete text and all operational requirements currently in effect, can be found at N.J.A.C. 7:26A-1.4 et seq. available at: www.state.nj.us/dep/dshw/resource/rules.htm.

Best Practices for Facility Operations

- Keep solid waste off the ground.
- No commercial vehicles in convenience centers.
- Have the proper paperwork (exemptions, permits, etc.) filled out and approved by the appropriate agencies/departments. Follow the proper rules and guidelines that come with accepting and storing of specific materials.
- Keep your DPW operations separate from your municipal resident facilities. If challenged for property space, do your best to keep everything separate and labeled. Properly store asphalt, dirt, and street sweeper materials.
- Do not landfill materials into woodlands, wetlands, or environmentally sensitive areas.
- Follow proper safety protocols (e.g., fire plans).
- Do not accept materials that you are not authorized to accept.
- Provide proper tonnage reports to MCMUA/NJDEP.

Solid Waste Enforcement

Responsible for compliance inspections and investigations for all regulated aspects of solid waste under N.J.A.C. 7:26, 7:26A, 7:26G, and 7:26H.

- Solid waste industry
- Landscapers
- Tree companies
- Paving companies
- Contractors of various types
- Trucking companies
- Business/ individuals who engage in any activity that falls under the solid waste regulations.
- Municipality/County facilities and DPW yards

N.J.A.C. 7:26A-10.2:

Source Separation

Generators of solid waste and recyclable materials shall keep all materials designated for source separation in the municipal recycling ordinance stored separately from solid waste and shall place these specified recyclable materials for collection in the manner provided by the ordinance.

N.J.A.C. 7:26A-10.3:

Recordkeeping and Reporting

Commercial and institutional generators including multifamily housing owners or their agents shall report the tonnage of designated recyclable materials collected for recycling from their premises, as directed in the municipal recycling ordinance.

N.J.A.C. 7:26A-8.1:

Reporting Requirements

All transporters of source separated recyclable materials transported to manufacturers and recycling centers located in states other than New Jersey shall provide the county(ies) of origin (if requested) and all municipalities of origin, by February 1 of each year, a recycling tonnage report covering all such source separated materials transported the previous calendar year.

The report shall detail the municipality of origin, the name and location of the manufacturer or recycling center and the amount of each source separated recyclable material, expressed in gallons, tons or cubic yards, brought to each manufacturer or recycling center from each specific municipality of origin.

Those persons specifying this information in cubic yards shall also indicate the conversion ratio of the materials from cubic yards to tons

N.J.A.C. 7:26H-4.4(a)6:

Collectors are prohibited from collecting commingled loads of solid waste and designated source separated recyclable materials, except in those instances where a specific municipal exemption has been granted to the generator of those materials as provided by N.J.S.A. 13:1E-99.16(d).

Each solid waste management district plan contains a definition of the district's designated recyclable materials.

Collectors are prohibited from disposing of leaves in any manner that differs from that outlined in N.J.S.A. 13:1E-99.21

N.J.A.C. 7:26A-8.3:

Failure of transporter to not mix source-separated recyclables with other wastes.

N.J.A.C. 7:26-2.8(f):

No person shall begin construction or operation of a solid waste facility without obtaining a SWF Permit unless exempt pursuant to *N.J.A.C. 7:26-1.1, 1.7 or 1.8*.

N.J.A.C. 7:26-2.8(e):

No person shall engage or continue to engage, unless exempt by *N.J.A.C. 7:26-1.1, 1.7 or 1.8* in the disposal of solid waste in this State without first having filed a completed application for and received approval of a SWF Permit.

N.J.A.C. 7:26-3.4 (b):

All collected solid waste shall be properly deposited at an approved facility in accordance with *N.J.A.C. 7:26-1* and 2. Solid waste or recyclable materials shall be deposited at a solid waste or recycling facility only to the extent the materials contained in an individual load are waste types and recyclable materials permitted for acceptance at that facility and commingled only to the extent permitted in the operating approvals for that facility.

N.J.A.C. 7:26A-11.1:

Appointments and ordinances

(a) Each municipality in this State shall designate one or more persons as the municipal recycling coordinator, and shall set forth in writing the duties of the municipal recycling coordinator.

The coordinator(s) shall maintain and report recycling tonnage, as required by N.J.S.A. 13:1E-99.16e. The report shall contain the same information as is required for an application for a Recycling Tonnage Grant, codified at N.J.A.C. 7:26-15.5.

The report shall contain the same information as is required for an application for a Recycling Tonnage Grant, codified at N.J.A.C. 7:26-15.5.

Contact

Gina Lugo, NJDEP Northern Counties Compliance & Enforcement Supervisor

Division of Waste & UST Compliance & Enforcement

Bureau of Recycling & Hazardous Waste Management

Jurisdiction: Counties of Bergen, Essex, Hudson, Hunterdon, Morris , Passaic, Somerset, Sussex, Union, Warren

Gina.lugo@dep.nj.gov

Phone: 609-203-3732

Address: 401 East State Street, P.O. Box 420, Trenton, NJ 08625



Break

11:00 - 11:05

MCMUA Tips for the MTG Process

Anthony Marrone, MCMUA
District Recycling Coordinator

Maura Toomey, MCMUA
Assistant District Recycling Coordinator

Alessia Eramo, MCMUA
Recycling Education & Training
Administrator



MRC Responsibilities

Annual Responsibilities in Morris County Solid Waste Management Plant

- Complete & submit recycling tonnage report to NJDEP by April 30 (Section 9.2e)
- Create & mail notifications to generators (residents, businesses, institutions) or recycling opportunities and requirements (Section 9.2f).
- Complete 3 recycling investigations per year (Section 8.6)
- Attend at least 1 MCMUA-sponsored MRC meeting
- Submit the following to the MCMUA by April 30:
 - Copy of recycling tonnage report
 - Copy of notifications to generators
 - Recycling & Solid Waste Program Report (Section 9.2i)

Please send documentation of inspections and notifications to Cheryl at cabirmingham@co.morris.nj.us.

MRC Responsibilities

Every Other Year Responsibilities (Not for 2025)

- Attend at least 1 tour of a Class A recycling center organized by the MCMUA
- Sign statement certifying attendance and commitment to attend tour during the next required year.

Every 36 months

- Review and revise master plan (Section 9.2c)

As Needed

- Designate a municipal recycling coordinator if vacant (Section 9.1)
- Designate a municipal recycling enforcement coordinator if vacant (Section 8.6)

Periodically Specified by MCMUA

- Complete recycling status reports for generators and site visit reports (Section 9.2g)

Enforcement

Most MRCs also serve as the recycling enforcement coordinator as designated by the municipal recycling ordinance. This enables the MRC to carry out enforcement for the following solid waste activities:

- Recycling investigations
 - Source separation
 - Tonnage reporting (from generators and in some cases, from haulers)
- Citizen complaint investigations
- Illegal dumping investigations

Enforcement action by MRC can include:

- Inspections (at least 3 per year)
- Violation notices
- Court action

Enforcement & MCDPH Collaboration

When MCDPH issues a notice of violation (NOV), they will send a letter to the MRC of the town in which the violation took place. The letter will include:

- Name of company in violation
- Location where violation occurred
- Description and N.J.A.C. citation of specific violation
- Request MRC to forward any subsequent investigative reports and/or enforcement to MCDPH

The MCMUA is cc'd on these letters as well.

COUNTY OF MORRIS DEPARTMENT OF LAW & PUBLIC SAFETY DIVISION OF PUBLIC HEALTH

P.O. Box 900

Morristown, New Jersey 07963-0900

Board of County Commissioners

Director

Tayfun Selen

Deputy Director

Stephen H. Shaw

Douglas R. Cabana

John Krickus

Thomas J. Mastrangelo

Christine Myers

Deborah Smith



County Administrator

Deena Leary

Director of Law & Public Safety

Scott DiGiralomo

Health Officer

Carlos Perez, Jr., Ph.D.

Assistant Health Officer

Stephanie L. Gorman

Jessica Freer

Shelby Meyers

7973-631-5484

FAX 973-631-5490

Date

Municipal Recycling Coordinator

Address

City State Zip Code

Re: Company Name

Street Address Where Violation Occurred

EH-PMT- OHM#

Dear Municipal Recycling Coordinator:

This is to inform you that on date, the Morris County Division of Public Health performed an inspection on behalf of the New Jersey Department of Environmental Protection within your municipality at the address(es) referenced above.

While conducting the site inspection, company name was observed commingling solid waste with recyclable materials. Based on these observations, company name is in violation of regulation N.J.A.C. Citation (i.e. 7:26A-10.2, 7:26H-4.4(a)6, etc.) violation description, per the Morris County Solid Waste Management Plan; the NJ Source Separation Recycling Act (N.J.S.A. 13:1E-99 et seq.) and the municipal ordinance. For a full copy of the Regulations, please visit: <https://www.state.nj.us/dep/dshw/resource/rules.htm>.

The Morris County Division of Public Health has issued a Please Select One to the above responsible party. If you have any questions, please feel free to contact me at Please Select One or by emailing Please Select One. We also kindly request that if any action is taken by the municipality that a copy of the investigative report and/or enforcement action be forwarded to this office.

Sincerely yours,

Select One

Please Select One

cc: Anthony Marrone, MCMUA
Maure Toomey, MCMUA

Enforcement & MCDPH Collaboration

These letters provide MRCs the opportunity to perform follow-up investigations.

Example:

- When a hauler is issued a NOV for collecting commingled solid waste and recycling, this indicates that it is possible the generator may not be recycling appropriately.
- The MRC can perform an inspection of the generator to determine if source separated recycling is taking place.
- If the MRC finds a violation, they may enforce the municipal ordinance.
- Please inform the MCMUA and MCDPH when this takes place.



Preparing for MTG Reporting



Review of 2023 MTG Reporting

REA Rate Table is used to calculate your grant amount

Last Years Rate Table

P. 2021 REA Rate Band Table

For illustration purposes only - Rates are subject to change without notice.

Band Value per ton	\$5.50	\$5.63	\$1.10	\$0.13	\$0.07
Commodity	23 Food Waste (Non-industrial)	01 Corrugated Paper	15 Tires	10 Aluminum Scrap (non-ferrous)	09 Heavy Iron
		02 Mixed Office Paper	16 Used Motor Oil	11 White Goods and Light Iron	12 Anti-freeze
		03 Newspaper	17 Brush/Tree Parts	24 Paint/Stain	13 Auto Batteries
		04 Other Paper/Mag/Junk Mail	19 Leaves	24 Dry Cell Batteries	14 Auto Scrap
		05 Glass Containers	29 Textiles	24 Fluorescent Lights	18 Grass Clippings
		06 Aluminum Containers		24 Misc. Materials	20 Stumps
		07 Steel Containers			22 Concrete/Asphalt/Brick/Block
		08 Plastic Containers			25 Other Glass
		21 Consumer Electronics			27 Oil Contaminated Soil
		26 Other Plastic			28 Process Residue
					30 Wood Scraps

This Years Rate Table

P. 2022 REA Rate Band Table

For illustration purposes only - Rates are subject to change without notice.

Band Value per ton	\$7.11	\$5.34	\$1.07	\$0.12	\$0.06
Commodity	23 Food Waste (Non-industrial)	01 Corrugated Paper	15 Tires	10 Aluminum Scrap (non-ferrous)	09 Heavy Iron
		02 Mixed Office Paper	16 Used Motor Oil	11 White Goods and Light Iron	12 Anti-freeze
		03 Newspaper	17 Brush/Tree Parts	24 Paint/Stain	13 Auto Batteries
		04 Other Paper/Mag/Junk Mail	19 Leaves	24 Dry Cell Batteries	14 Auto Scrap
		05 Glass Containers	29 Textiles	24 Fluorescent Lights	18 Grass Clippings
		06 Aluminum Containers		24 Misc. Materials	20 Stumps
		07 Steel Containers			22 Concrete/Asphalt/Brick/Block
		08 Plastic Containers			25 Other Glass
		21 Consumer Electronics			27 Oil Contaminated Soil
		26 Other Plastic			28 Process Residue
					30 Wood Scraps

Materials Eligible for Grant Award

- Material was generated within the applicant's jurisdiction from residential, commercial and institutional sources.
- Material was recycled or sold for recycling in the year in which it was claimed.
- Eligible recyclable materials shall include but not be limited to the following:
 - ❑ All types and grades of paper and paperboard products
 - ❑ All types and grades of glass
 - ❑ Ferrous & non-ferrous metals
 - ❑ Textiles
 - ❑ Food
 - ❑ Yard materials (vegetative waste)
 - ❑ Plastics
 - ❑ Rubber Products
 - ❑ Used oil
 - ❑ Additional non-hazardous materials as determined by the NJDEP

2023 MTG Reporting Results

- During the MTG revision period (4/30/24-6/15/24), all 39 municipalities' reports were reviewed for missed tonnage and other errors.
- The missed tonnage could have increased Morris County's MSW recycling rate from 43% to 48%.

Recycled <u>MSW</u> Added By MCMUA Revisions	55,500.4 tons
<u>Total Recycling</u> Added By MCMUA Revisions	125,585.8 tons
Estimated Grant Value of MCMUA Revisions	~\$215,371.20

2023 MTG Reporting Results

31/39 municipalities submitted MTG report revisions by the 6/15 deadline.

Recycled MSW Added By MCMUA Revisions (tons)	55,500.4
Submitted Revisions (tons)	50,175.2
Unsubmitted Revisions (tons)	5,325.2
Total Recycling Added By MCMUA Revisions (tons)	125,585.8
Submitted Revisions (tons)	119,463.9
Unsubmitted Revisions (tons)	6,121.8
Estimated Grant Value of MCMUA Revisions	~\$215,371.20
Estimated Value of Submitted Revisions	~\$192,790.57
Estimated Value of Unsubmitted Revisions	~\$22,580.63

What Can Grant Money Be Spent On?

- **Acceptable Purchases (No Exhaustive List Exists)**
 - Pursuant to the Act, “All grant monies received by a municipality shall be expended only for its recycling program.”
 - Grant awards must be used solely for recycling activities.
 - Examples Include:
 - Salary for the Municipal Recycling Coordinator or staff.
 - Purchase of recycling containers, except for containers used for CEDs.
 - Food waste recycling initiatives
 - Maintenance of municipal recycling convenience centers
 - Management of municipal compost sites
 - Salary and costs related directly to recycling education or recycling compliance monitoring/reporting
 - Enforcement of local recycling ordinances
 - Costs for recycling collection programs (Curbside, Special Events, Etc.)
 - Updates to municipal websites.
 - Costs associated with printing and distribution of recycling notification requirements
 - Costs associated with the MRC’s responsibilities as outlined and required by their district’s solid waste management plan.

What Can Grant Money Be Spent On?

Unacceptable Purchases

- Purchasing items made from recycled materials but not used for recycling purposes is not an eligible expense.
- The purchase or lease of vehicles used for commuting is strictly prohibited.
 - MTG monies may only support appropriate vehicles proportionally to the extent that they will be used exclusively for qualifying recycling activities.
- The Act prohibits municipalities from using grant awards to construct or operate any facility that bales wastepaper or shears, shreds, or bales ferrous or non-ferrous metals.
(N.J.S.A. 13:1E96(b)).

The background features abstract geometric shapes in shades of blue and green. On the left, a solid blue shape extends from the top to the bottom. On the right, there are overlapping, semi-transparent shapes in various shades of blue and green, creating a layered effect. The text is centered in the white space between these shapes.

Locate Resources for 2024 MTG Reporting

MCMUA Services and Programs

- Recycling**
What and How To Recycle - Rules - Statistics
- Disposal / Garbage**
Transfer Stations
Insurance
- Collection Services**
Questions about pickup?
Call us at 973-659-3490
- Hazardous / Special Wastes**
Household hazardous waste
HazWaste Appts. - Events
- [Schedule HHW Appointment](#)
- Vegetative Waste**
Compost and mulch
Purchase - Delivery - Drop-Off

Drinking Water

- Water Division**
Drinking water from aquifers
Water Quality Reports

Solid Waste Data

Town Recycling and Garbage Info ▾
Waste Materials and Facility Info ▾

recyclecoach

Arcade - Fun and Games

Drive To Recycle
Single-Stream or Garbage

Who We Help and Serve

- Residents**
At home we recycle, create waste, and use water.
- Business**
At work we recycle, create waste and use water.
- Towns and Government**
Working together for a better Morris County ...
- Hauler**
Using MCMUA transfer stations and other facilities...
- Municipal Recycling Coordinators**
Making recycling work...

www.MCMUA.com

MCMUA MRC Webpage

- Detailed descriptions of all MRC responsibilities
- Calendar
- Link to past meeting presentations
- Municipal Recycling Tonnage Reporting Resources

Municipal Recycling Coordinators (MRCs)

This page is specifically for the Morris County municipal recycling coordinator (MRC) and others in related positions. It provides information regarding annual recycling tonnage reports, municipal recycling planning responsibilities specific to Morris County, information regarding mandated source separation recycling in Morris County.

MRC Page Contents

- [MRC Meetings](#)
- [MRC Calendar](#)
- [MRC Responsibilities](#)
- [Municipal Recycling Tonnage Reporting](#)
- [Notifying Generators](#)
- [Municipal Recycling Depots and Exemptions](#)
- [Planning Responsibilities](#)
- [Contact Information](#)
- [Resources for Developers](#)

MRC Meetings

The MRC is required to attend at least 1 MCMUA-sponsored MRC meeting each year. These meetings are an opportunity for MRCs to learn how they can improve their municipal recycling programs as well as accrue re-certification credits as a NJ Certified Recycling Professional.

- [View Sept 26, 2024 MRC Meeting](#)
- [View May 20, 2024 MRC Meeting](#)

MRC Calendar

Today < > 📅

26 FEB, WED

- 10am MRC Meeting Morris County L...

5 MAR, WED

- Sustainability in Motion Conference (Day

6 MAR, THU



Link to NJDEP Tonnage Grant Webpage

Municipal Recycling Tonnage Grant and Reporting Forms












NOTE: The Word and Excel files require Microsoft Word or other software that opens MS Word and/or Excel Documents. The PDF files require a PDF Reader. A free PDF reader is available from [Adobe](#).

Municipalities must report their tonnage electronically by downloading the MS Excel file below. Reports must be emailed to tonnagegrant@dep.nj.gov as an MS Excel attachment by April 30th each year. The title of the email must contain the name of the municipality whose report is being submitted. If a Certified Recycling Coordinator (CRC) from a municipality is reporting on behalf of another municipality, the contact information for the Municipal Recycling Coordinator (MRC) of the municipality whose report is being submitted must be included in the body of the email.

A municipal resolution is no longer required to be submitted to DEP as part of a Municipal Tonnage Grant (MTG) application.

READ THE LAW!! - THE RECYCLING ENHANCEMENT ACT AND REVISION TO SAME ARE AVAILABLE ON OUR WEBSITE.

NOTE: Convert your commingled into tons for the MTG report.

Document	File Format
Municipal Tonnage Grant Guide	
Instructions for completing Municipal Tonnage Grant Reporting Form in Excel	
Training for application forms (Tonnage Report, Expenditure Form and Certification Form)	
Municipal Tonnage Grant Reporting Form in Excel (includes: Single Stream, Conversion and other tools)	
Certification Form for N.J.A.C. 7:26A-11 (Standards for municipalities)	
Expenditure Form for Past MTG Funds	
Statement of Compliance/Intent	
MTG Recyclable Material Types and Codes	
Conversion Table	
Definitions	
N.J.A.C. 7:26A-11 (Standards for Municipalities)	

Municipal Recycling Tonnage Reporting

In 2008, the Recycling Enhancement Act established funding for municipal recycling programs based on a \$3/ton tax on all solid waste accepted at solid waste facilities in New Jersey. Municipalities are entitled to additional funding based on the tonnage of materials recycled by generators in the municipality (residents, businesses, and institutions). This funding can be used for a variety of activities to improve recycling rates in your municipality. ([See expenditure guidelines here.](#))

In order for municipalities to receive this additional funding, the MRC is required to retrieve tonnage information from generators and complete a Recycling Tonnage Report each year. The MRC must submit the report to NJDEP by April 30, as well as submit a copy to MCMUA. The MRC is also required to submit an informal expenditure report to NJDEP of how grant funds were spent during the previous year. Municipal Tonnage Grant reporting is a lengthy process and MCMUA recommends that MRCs begin requesting tonnage reports from generators (businesses and institutions) at the end of January. Keep in mind that as MRCs, the easiest way to increase recycling rates in municipalities is to actually account for and report the recycling that is already happening.

Recycling Tonnage Reported by Markets

[2024](#) - [2023](#) - [2022](#) - [2021](#) - [2020](#) - [2019](#) - [2018](#) - [2017](#) - [2016](#) - [2015](#) - [2014](#) - [2013](#) - [2012](#)

Recycling Tax (\$3/ton) Paid By Towns in Tipping Fees

[2024](#) - [2023](#) - [2022](#) - [2021](#) - [2020](#) - [2019](#) - [2018](#) - [2017](#) - [2016](#) - [2015](#) - [2014](#) - [2013](#) - [2012](#)

Municipal Tonnage Grant resources:

- [NJDEP Tonnage Grant Webpage](#) for detailed instructions, reporting, and expenditure forms.
- [NJDEP Training video](#) on annual municipal recycling tonnage grant application
- [Sample letter to businesses](#) requesting recycling tonnage information.
- [Sample reporting form for businesses](#) to submit recycling tonnage information.

2024 Recycling Tonnage Reports

- 2024 Recycling Tax (\$3/ton) paid by towns in tipping fees
- 2024 reports for materials collected by the MCMUA, summarized by town and by material:
 - Single Stream
 - Tires (collected by Morris County Mosquito Extermination Commission)
 - Vegetative Waste Recycling/ Compost
 - Household Hazardous Waste
- Reports provided only to MCMUA from recycling facilities

Municipal Recycling Tonnage Reporting

In 2008, the Recycling Enhancement Act established funding for municipal recycling programs based on a \$3/ton tax on all solid waste accepted at solid waste facilities in New Jersey. Municipalities are entitled to additional funding based on the tonnage of materials recycled by generators in the municipality (residents, businesses, and institutions). This funding can be used for a variety of activities to improve recycling rates in your municipality. ([See expenditure guidelines here.](#))

In order for municipalities to receive this additional funding, the MRC is required to retrieve tonnage information from generators and complete a Recycling Tonnage Report each year. The MRC must submit the report to NJDEP by April 30, as well as submit a copy to MCMUA. The MRC is also required to submit an informal expenditure report to NJDEP of how grant funds were spent during the previous year. Municipal Tonnage Grant reporting is a lengthy process and MCMUA recommends that MRCs begin requesting tonnage reports from generators (businesses and institutions) at the end of January. Keep in mind that as MRCs, the easiest way to increase recycling rates in municipalities is to actually account for and report the recycling that is already happening.

Recycling Tonnage Reported by Markets

[2024](#) - [2023](#) - [2022](#) - [2021](#) - [2020](#) - [2019](#) - [2018](#) - [2017](#) - [2016](#) - [2015](#) - [2014](#) - [2013](#) - [2012](#)

Recycling Tax (\$3/ton) Paid By Towns in Tipping Fees


[2024](#) - [2023](#) - [2022](#) - [2021](#) - [2020](#) - [2019](#) - [2018](#) - [2017](#) - [2016](#) - [2015](#) - [2014](#) - [2013](#) - [2012](#)

Municipal Tonnage Grant resources:

- [NJDEP Tonnage Grant Webpage](#) for detailed instructions, reporting, and expenditure forms.
- [NJDEP Training video](#) on annual municipal recycling tonnage grant application
- [Sample letter to businesses](#) requesting recycling tonnage information.
- [Sample reporting form for businesses](#) to submit recycling tonnage information.

Recycling Tax (\$3/ton)

- Tax collected by the MCMUA on solid waste accepted for disposal at the MCMUA transfer stations.
- Sent to Treasurer of the State of NJ in accordance with the Recycling Enhancement Act.
- Report only provides information for towns paying tip fee directly to the MCMUA using their municipal accounts
- If a hauler is paying the disposal fees directly, you will have to get this information from the hauler.
- This information is required in the MTG process to certify the amount paid.

MCMUA Transfer Stations		MORRIS COUNTY	
\$3/Ton NJ Recycling Tax Paid on 2024 Disposal			
Paid by MCMUA on behalf of Morris County Municipalities That Pay Tipping Fees Directly			
			
MUNICIPAL UTILITIES AUTHORITY			
Account Name (Town)	2024 Tonnage		\$3/Ton Recy. Tax
1401 - Boonton Town	3,774.05	\$	11,322.15
1403 - Butler Boro	3,362.67	\$	10,088.01
1404 - Chatham Boro	2,365.08	\$	7,095.24
1405 - Chatham Twp	2.37	\$	7.11
1406 - Chester Boro	472.40	\$	1,417.20
1407 - Chester Twp	29.12	\$	87.36
1408 - Denville Twp	5,779.47	\$	17,338.41
1410 - East Hanover Twp	469.47	\$	1,408.41
1411 - Florham Park Boro	447.27	\$	1,341.81
1412 - Hanover Twp	5,408.82	\$	16,226.46
1413 - Harding Twp	138.60	\$	415.80
1415 - Kinnelon Boro	3,727.14	\$	11,181.42
1416 - Lincoln Park Boro	4,105.67	\$	12,317.01
1417 - Madison Boro	4,654.76	\$	13,964.28
1419 - Mendham Twp	10.34	\$	31.02
1420 - Mine Hill Twp	1,386.43	\$	4,159.29
1421 - Montville Twp	8,203.36	\$	24,610.08
1422 - Morris Twp	7,600.79	\$	22,802.37
1423 - Morris Plains Boro	2,685.67	\$	8,057.01
1424 - Morristown Town	6,437.33	\$	19,311.99
1425 - Mountain Lakes Boro	1,393.78	\$	4,181.34
1426 - Mount Arlington Boro	9.60	\$	28.80
1427 - Mount Olive Twp	7,888.02	\$	23,664.06
1428 - Netcong Boro	903.72	\$	2,711.16
1429 - Parsippany-Troy Hills	19,542.81	\$	58,628.43
1430 - Long Hill Twp	2,712.94	\$	8,138.82
1431 - Pequannock Twp	4,875.23	\$	14,625.69
1432 - Randolph Twp	3.31	\$	9.93
1433 - Riverdale Boro	1,527.93	\$	4,583.79
1436 - Roxbury Twp	6.46	\$	19.38
1437 - Victory Gardens Boro	1.83	\$	5.49
1439 - Wharton Boro	2,152.97	\$	6,458.91
Total Morris County	102,079.41	\$	306,238.23

* Note: Only municipalities that pay their disposal fees directly to the MCMUA are listed. Those towns that have their hauler pay the tipping fees directly will have to get this data from their respective solid waste haulers.

Recycling Report for MCMUA Collections

- Summarized by town
- Includes a breakdown of the single stream material composition

MORRIS COUNTY Recycling Program
mua **Tonnage Grant Report**
 MUNICIPAL UTILITIES AUTHORITY **By Town By Material**
 From: 1/1/2024 to 12/31/2024

	Material	Tons
Municipality (1401) - Boonton Town		
	Corrugated Cardboard	9.76
	Large Rigid Plastic	16.60
	Single Stream Recycling IBSS	957.33
Total: Boonton Town		983.69

Composition Breakdown of Commingled Recyclables

Single-Stream Recyclables includes: Cardboard 20.05% Newspaper 41.92% Other Paper 0.42% Glass 20.81% Aluminum 0.89% Steel 1.89% Plastic 8.33% Residue and moisture 5.69%	Mixed Paper includes: Cardboard 30.01% Newspaper 62.75% Other Paper 0.30% Residue and moisture 6.94%	Commingled Containers include: Glass 59.17% Aluminum 2.53% Steel 5.38% Plastic 23.69% Aseptic packaging 0.44% Residue and moisture 8.77%
---	---	---

Note: Other paper for the most part was marketed under the category "03-News". This includes junk mail and magazines.


Single-Stream Recycling Composition Tool for Morris County/Republic Services

- Adapted from NJDEP spreadsheet.
- Includes sampled and specific Morris County (Republic Services) percentages based on audits of MCMUA materials at the facility, which are different than the NJDEP's default single stream composition percentages.
- These figures can be calculated and used by Morris County recyclers that utilized Republic Services for single-stream recycling this year.

Enter Single-Stream Tons Below					
	<-- Input total single-stream tons in yellow box to the left				
The resulting tonnage composition break-outs are provided in the yellow boxes below.					
PAPER	Totals	01 - Corrugated	02 - Office*	03 - News	04 - Other Paper
Percent	62.39%	20.05%	0.00%	41.92%	0.42%
Tons	0.00	0.00	0.00	0.00	0.00
CONTAINERS	Totals	05 - Glass	06 - Aluminum	07 - Steel	08 - Plastic
Percent	31.92%	20.81%	0.89%	1.89%	8.33%
Tons	0.00	0.00	0.00	0.00	0.00
		Recycling allowed to be reported (without residue)	Fines & Residue disposal (not recycled - do not report)	Total Single-Stream recycling delivered (ReCommunity)	
	Percent	94.31%	5.69%	100.00%	
	Tons	0.00	0	0.00	
<p>Note: These percentages for the single-stream composition are based on the average of four composition audits done by Republic Services, formerly ReCommunity, on Morris County MUA material. The audits were done in Nov 2015, Nov 2016, June</p> <p>*The category for "02-Office" is 0.00% because the material was sold under the category "03-News". That category includes junk mail and magazines. Therefore, it is being reported as "03-News."</p>					

MCMUA Tire Recycling by Town

- Includes tires collected by the Morris County Mosquito Extermination Commission that had been illegally dumped in a variety of municipalities
- Includes tires accepted from individuals at the MCMUA transfer stations.
- All tires accepted at transfer stations are shipped to and recycled at Casings.

2024 Tire Recycling MCMUA Transfer Stations		 MORRIS COUNTY mua MUNICIPAL UTILITIES AUTHORITY
Town ID - Town Name	Transfer Station Tonnage of *Tires Recycled	
1403 - Butler Boro	0.2500	
1410 - East Hanover Twp	0.1800	
1412 - Hanover Twp	1.8600	
1417 - Madison Boro	0.2500	
1420 - Mine Hill Twp	0.1600	
1421 - Montville Twp	0.3600	
1427 - Mount Olive Twp	0.2500	
1404 - Chatham Boro	0.1300	
1408 - Denville Twp	0.1500	
1411 - Florham Park Boro	0.1200	
1418 - Mendham Boro	0.0300	
1422 - Morris Twp	3.4500	
1423 - Morris Plains Boro	0.0500	
1424 - Morristown Town	0.2100	
1425 - Mountain Lakes Boro	0.2500	
1426 - Mount Arlington Boro	0.1700	
1429 - Parsippany-Troy Hills	6.5400	
1431 - Pequannock Twp	0.0100	
1437 - Victory Gardens Boro	1.8300	
1438 - Washington Twp	0.2600	
Total Tons - All Towns 2024	16.510	
*Tires were sent to and recycled at Casings of NJ, Inc. located at 711 Ramsey Avenue, Hillside NJ 07205 (908) 851-7766.		
www.MCMUA.com - Morris County's Environmental Resource		

MCMUA Vegetative Waste Recycling/ Compost Facilities

- ▶ Includes the vegetative materials recycled at the MCMUA's two compost facilities in Mount Olive and Parsippany-Troy Hills.
- ▶ Lake weed listed in the report can be reported as grass for MTG purposes.

		Tons						
		Total	Brush	Christmas Trees	Grass	Lake Weed	Leaves	Logs
Municipality								
1401 - Boonton Town	19.87	-	-	11.12	-	-	2.50	6.25
1402 - Boonton Twp	13.62	-	-	11.12	-	-	1.25	1.25
1403 - Butler Boro	2.00	-	-	-	-	-	0.75	1.25
1404 - Chatham Boro	3.75	-	-	-	-	-	2.50	1.25
1405 - Chatham Twp	1.50	-	-	-	-	-	0.50	1.00
1406 - Chester Boro	5.00	-	-	-	-	-	2.50	2.50
1407 - Chester Twp	9.99	0.13	-	1.11	-	1.00	1.50	6.25
1408 - Denville Twp	25.14	10.00	-	8.89	-	-	2.50	3.75
1409 - Dover Town	45.42	6.25	3.75	11.12	-	16.80	1.25	6.25
1410 - East Hanover Twp	29.87	6.25	-	11.12	-	10.50	-	2.00
1412 - Hanover Twp	25.34	11.25	3.13	7.41	-	2.80	-	0.75
1413 - Harding Twp	1.75	-	-	-	-	-	1.25	0.50
1414 - Jefferson Twp	4.25	-	-	-	-	-	1.25	3.00
1415 - Kinnelon Boro	0.63	-	-	-	-	-	0.63	-
1416 - Lincoln Park Boro	49.53	10.00	-	18.53	-	20.50	-	0.50
1417 - Madison Boro	5.75	3.75	-	-	-	-	1.25	0.75
1418 - Mendham Boro	45.41	6.25	-	13.71	-	16.70	2.50	6.25
1419 - Mendham Twp	7.75	-	-	-	-	-	2.50	5.25
1420 - Mine Hill Twp	7.86	-	-	1.11	-	1.75	-	5.00
1421 - Montville Twp	0.50	-	-	-	-	-	-	0.50
1422 - Morris Twp	7.75	0.38	3.63	-	-	2.50	0.75	0.50
1423 - Morris Plains Boro	30.87	-	-	17.92	-	4.20	2.50	6.25
1424 - Morristown Town	16.51	5.38	-	1.48	-	6.65	1.25	1.75
1425 - Mountain Lakes Boro	2.50	-	-	-	-	-	1.25	1.25
1426 - Mount Arlington Boro	3.15	-	-	-	-	1.40	0.50	1.25
1427 - Mount Olive Twp	8.12	0.13	-	0.74	-	5.25	0.50	1.50
1428 - Netcong Boro	16.48	0.50	-	1.48	13.50	-	-	1.00
1429 - Parsippany-Troy Hills	10.65	1.00	-	-	-	3.15	1.25	5.25
1430 - Long Hill Twp	6.35	-	-	1.85	-	1.75	1.50	1.25
1431 - Pequannock Twp	2.00	-	-	-	-	-	1.25	0.75
1432 - Randolph Twp	18.40	0.63	-	10.87	-	3.15	0.50	3.25
1433 - Riverdale Boro	3.75	-	-	-	-	-	1.25	2.50
1434 - Rockaway Boro	3.13	0.38	-	-	-	-	2.50	0.25
1435 - Rockaway Twp	10.73	-	-	1.48	-	3.00	2.00	4.25
1436 - Roxbury Twp	64.11	8.31	-	16.30	-	29.50	2.50	7.50
1437 - Victory Gardens Boro	2.23	-	0.56	1.67	-	-	-	-
1438 - Washington Twp	11.88	0.13	-	-	-	5.25	1.00	5.50
1439 - Wharton Boro	20.56	3.63	-	9.63	-	1.05	-	6.25
1912 - Hopatcong	9.70	4.00	-	-	-	0.70	-	5.00
2108 - Hackettstown	7.22	-	-	2.22	-	-	-	5.00

MCMUA HHW Programs

- Includes materials recycled as part of the MCMUA's household hazardous waste program both from the permanent facility and one-day events.
- Used Electronics and Dry cell battery recycling is reported by markets (e.g. MRM, GreenChip, ERI, etc.)

Morris County Municipal Utilities Authority Annual Recycling Tonnage Report - 2024 Recycling Generated Through Household Hazardous Waste Program												
MORRIS COUNTY mua MUNICIPAL UTILITIES AUTHORITY												
Town	*HHW Facility Participants	Lead Acid Batteries	Used Cooking Oil	Used Motor Oil	Oil Filters	Used Anti-Freeze	Dry Cell Batteries	Fluorescent Light Bulbs	Paint and Related Materials	Propane Tanks	Fire Exting.	Used Electronics
Tons Recycled												
1401 - Boonton Town	19	0.059	0.006	0.138	0.001	0.050	0.001	0.021	0.630	0.018	0.026	5.215
1402 - Boonton Twp	20	0.062	0.006	0.146	0.001	0.052	0.001	0.022	0.663	0.019	0.027	5.490
1403 - Butler Boro	15	0.046	0.004	0.109	0.001	0.039	0.001	0.016	0.497	0.014	0.020	4.117
1404 - Chatham Boro	57	0.176	0.017	0.415	0.003	0.149	0.004	0.062	1.889	0.055	0.078	15.646
1405 - Chatham Twp	47	0.145	0.014	0.343	0.003	0.123	0.003	0.051	1.557	0.045	0.064	12.901
1406 - Chester Boro	72	0.222	0.021	0.525	0.004	0.188	0.005	0.079	2.386	0.069	0.098	19.763
1407 - Chester Twp	104	0.321	0.031	0.758	0.006	0.272	0.007	0.114	3.446	0.100	0.142	28.546
1408 - Denville	97	0.299	0.029	0.707	0.006	0.253	0.007	0.106	3.214	0.093	0.132	26.625
1409 - Dover	43	0.133	0.013	0.313	0.003	0.112	0.003	0.047	1.425	0.041	0.059	11.803
1410 - East Hanover	25	0.077	0.007	0.182	0.001	0.065	0.002	0.027	0.828	0.024	0.034	6.862
1411 - Florham Park	50	0.154	0.015	0.364	0.003	0.131	0.004	0.055	1.657	0.048	0.068	13.724
1412 - Hanover	31	0.096	0.009	0.226	0.002	0.081	0.002	0.034	1.027	0.030	0.042	8.509
1413 - Harding	9	0.028	0.003	0.066	0.001	0.024	0.001	0.010	0.298	0.009	0.012	2.470
1414 - Jefferson	147	0.454	0.044	1.071	0.009	0.384	0.010	0.160	4.871	0.142	0.201	40.349
1415 - Kinnelon	29	0.090	0.009	0.211	0.002	0.076	0.002	0.032	0.961	0.028	0.040	7.960
1416 - Lincoln Park	5	0.015	0.001	0.036	0.000	0.013	0.000	0.005	0.166	0.005	0.007	1.372
1417 - Long Hill Twp	18	0.056	0.005	0.131	0.001	0.047	0.001	0.020	0.596	0.017	0.025	4.941
1418 - Madison	42	0.130	0.012	0.306	0.002	0.110	0.003	0.046	1.392	0.040	0.057	11.528
1419 - Mendham Boro	116	0.358	0.034	0.845	0.007	0.303	0.008	0.127	3.844	0.112	0.158	31.840
1420 - Mendham Twp	68	0.210	0.020	0.496	0.004	0.178	0.005	0.074	2.253	0.066	0.093	18.665
1421 - Mine Hill	15	0.046	0.004	0.109	0.001	0.039	0.001	0.016	0.497	0.014	0.020	4.117
1422 - Montville	113	0.349	0.034	0.823	0.007	0.295	0.008	0.123	3.744	0.109	0.154	31.017
1423 - Morris Twp	33	0.102	0.010	0.240	0.002	0.086	0.002	0.036	1.094	0.032	0.045	9.058
1424 - Morris Plains	44	0.136	0.013	0.321	0.003	0.115	0.003	0.048	1.458	0.042	0.060	12.077
1425 - Morristown	126	0.389	0.037	0.918	0.007	0.329	0.009	0.138	4.175	0.121	0.172	34.585
1426 - Mount Arlington	32	0.099	0.009	0.233	0.002	0.084	0.002	0.035	1.060	0.031	0.044	8.783
1427 - Mount Olive	320	0.988	0.095	2.332	0.019	0.836	0.023	0.349	10.604	0.308	0.437	87.835
1428 - Mountain Lakes	15	0.046	0.004	0.109	0.001	0.039	0.001	0.016	0.497	0.014	0.020	4.117
1429 - Netcong	36	0.111	0.011	0.262	0.002	0.094	0.003	0.039	1.193	0.035	0.049	9.881
1430 - Parsippany-Troy Hills	73	0.225	0.022	0.532	0.004	0.191	0.005	0.080	2.419	0.070	0.100	20.037
1431 - Pequannock	33	0.102	0.010	0.240	0.002	0.086	0.002	0.036	1.094	0.032	0.045	9.058
1432 - Randolph	119	0.367	0.035	0.867	0.007	0.311	0.008	0.130	3.943	0.115	0.162	32.663
1433 - Riverdale	4	0.012	0.001	0.029	0.000	0.010	0.000	0.004	0.133	0.004	0.005	1.098
1434 - Rockaway Boro	41	0.127	0.012	0.299	0.002	0.107	0.003	0.045	1.359	0.040	0.056	11.254
1435 - Rockaway Twp	81	0.250	0.024	0.590	0.005	0.212	0.006	0.088	2.684	0.078	0.111	22.233
1436 - Roxbury	196	0.605	0.058	1.428	0.012	0.512	0.014	0.214	6.495	0.189	0.268	53.799
1437 - Victory Gardens	-	-	-	-	-	-	-	-	-	-	-	-
1438 - Washington	190	0.587	0.056	1.385	0.011	0.496	0.013	0.207	6.296	0.183	0.259	52.152
1439 - Wharton	42	0.130	0.012	0.306	0.002	0.110	0.003	0.046	1.392	0.040	0.057	11.528
2024	2,527	7.802	0.750	18.416	0.150	6.600	0.178	2.759	83.737	2.435	3.450	693.619

* Tonnage per town allocated and calculated based on proportional participation at the MCMUA's Permanent HHW Facility.
Due municipal usage allocation being unreliable, 2018 municipal was used for municipal break-down purposes.
www.MCMUA.com - Morris County's Environmental Resource

Reports from Markets

- These reports are sent directly to the MCMUA.
- Some reports may list unincorporated community names (e.g. Succasunna, Whippany, Pine Brook, etc.) rather than name of municipality.
- The MCMUA will continue to update this list as reports are received.
- The MCMUA does not get reports from every market so it is important to reach out to businesses & institutions.

Reports Provided Only to MCMUA from Non-MCMUA Recycling Facilities

The tonnage reports below are provided by markets directly to the MCMUA. Municipalities are unlikely to have been sent these reports directly from the market and should include the tonnages from these recycling market reports in their own municipal reports.

- (added 2/13/2025) [Burlington Stores](#) 2024 Recycling Tonnage Report (PDF File)
- (added 2/13/2025) [Darling Ingredients](#) 2024 Recycling Tonnage Report (PDF File)
- (added 1/24/2025) [Java's Compost](#) 2024 Recycling Tonnage Report (PDF File)
- (added 2/13/2025) [Millenium Textiles](#) 2024 Recycling Tonnage Report (PDF File)
- (added 2/13/2025) [Safety Kleen](#) 2024 Recycling Tonnage Report (PDF File)
- (added 2/13/2025) [Skytop Recycling](#) 2024 Recycling Tonnage Report (PDF File)
- (added 2/13/2025) [Staples](#) 2024 Recycling Tonnage Report (PDF File)
- (added 1/24/2025) [TJ Maxx and Marshalls](#) 2024 Recycling Tonnage Report (PDF File)
- (added 2/13/2025) [Weldon Asphalt](#) 2024 Recycling Tonnage Report (PDF File)
- (added 2/13/2025) [Weldon Quarry](#) 2024 Recycling Tonnage Report (PDF File)

Request Documentation

You can request recycling tonnage data from:

Generators



Transporters



End Markets



The most efficient method of gathering data is what is best for you.

Requesting Documentation

- Send out letters requesting documentation
 - Businesses
 - Markets
 - Haulers
 - Landlords/ management companies
- Be specific
 - Cite documentation requirements of local ordinance
 - Provide a deadline
 - Include mandated recyclable materials flyer
 - Provide sample reporting form & instructions
- Follow-up
- MTG applications due **April 30, 2025**
- Revisions due **June 15, 2025**

Requesting Documentation

- You may remind these generators of these requirements when you mail your [required annual recycling notifications](#) (N.J.A.C. 7:26A-11.3) - don't forget to send these to commercial & institutional generators as well!
- Mail tonnage report request letter and reporting form:
 - Get a mailing list from your Fire Official.
 - Use MCMUA sample letter (on MCMUA webpage for MRCs) to [create your own](#) using municipal letterhead.
 - Cite your [local ordinance](#) (summaries provided in USB drive) & [state regulations](#) (N.J.A.C. 7:26A-10.3) that require tonnage reports from commercial & institutional generators - this also applies to residential developments not serviced by the municipal recycling collection program.
 - Give a deadline. Some deadlines are dictated by local ordinance.
 - Send with tonnage [reporting form](#) & [mandated recyclable materials flyer](#) (found on MCMUA webpage for MRCs).
 - Save contact information for next year.

Local Ordinances & Enforcement

- Enforcement is subject to inspectors representing municipalities or the local County Environmental Health Agency (CEHA) under designation by the NJDEP, who may issue notices of violation based on municipal ordinances or the New Jersey Administrative Code, respectively.
- While each ordinance varies, penalties at the municipal level generally fall within the range of \$25 to \$1,000 each day for which a violation occurs.
- The municipal ordinance will also dictate who can enforce these guidelines. This can be the MRC, Local Health Dept., Code Enforcement Official, DPW Director, CEHA Agent, Etc.
- All Morris County municipal ordinances require commercial generators to provide recycling tonnage documentation. Some also require transporters to file. Read your ordinance (see materials in flash drive provided).

State Regulations & Enforcement

- Enforcement of the Administrative code is done at the county or state level through the CEHA or NJDEP.
- Municipalities cannot enforce these but should be aware and provide information for educational purposes.

Recycling Regulations N.J.A.C 7:26A-1 et seq.

7:26A-4.4 Tonnage reporting requirements

(a) All operators of recycling centers shall provide a recycling tonnage report by March 1 of each year to the county of origin (if requested) and all municipalities from which recyclable material is received in the previous calendar year. For operators of Class A recycling centers, this report shall also be submitted to the Department. The report shall detail the amount of each source of separated recyclable material, expressed in gallons, tons or cubic yards, accepted from each municipality. Those persons specifying this information in cubic yards shall also indicate the conversion ratio of the materials from cubic yards to tons. Those persons reporting the recycling of lamps shall also report the volume of the received materials in linear feet. Non-tubular lamps may be reported as individual units. Those persons reporting on mercury-containing equipment shall also report the number of devices received. Lamps or mercury containing equipment which are shipped using a hazardous waste manifest may be reported in pounds or gallons.

(b) Except as otherwise provided at N.J.A.C. 7:26A-1.4(b)4, all persons operating pursuant to an exemption set forth at N.J.A.C. 7:26A-1.4 shall provide recycling tonnage reports by March 1 of each year to the applicable municipalities, to the county and to the New Jersey Department of Environmental Protection, Division of Sustainable Waste Management, Bureau of Recycling and Hazardous Waste Management, 401 East State Street, PO Box 420, Mail Code 401-02C Trenton, New Jersey 08625-0420 for the previous calendar year. The report shall detail the amount of each source separated recyclable material, expressed in tons, cubic yards, cubic feet, or gallons received, stored, processed, or transferred. Those persons specifying this information in cubic yards shall also indicate the conversion ratio of the materials from cubic yards to tons. Those persons reporting the recycling of lamps shall also report the volume of the received materials in linear feet. Non-tubular lamps may be reported as individual units. Those persons reporting on mercury-containing equipment shall also report the number of devices received. Lamps or mercury containing equipment which are shipped using a hazardous waste manifest may be reported in pounds or gallons.

THIS IS A COURTESY COPY OF THIS RULE. ALL OF THE DEPARTMENT'S RULES ARE COMPILED IN TITLE 7 OF THE NEW JERSEY ADMINISTRATIVE CODE.

Rule	Rule Summary	Base Penalty	Type of Violation	Grace Period (days)
N.J.A.C.				-----
7:26A-4.4(a)	Failure of the operator of a recycling center to provide a recycling tonnage report by March 1 of each year	\$3,000	M	30
7:26A-4.4(b)	Failure of exempt person to submit required tonnage reports by March 1 of each year	\$3,000	M	30

**FOR FACILITIES TO REPORT,
NOT THE HAULER.**

Recycling Regulations N.J.A.C 7:26A-1 et seq.

7:26A-8.1 Reporting requirements

All transporters of source separated recyclable materials transported to manufacturers and recycling centers located in states other than New Jersey shall provide the county(ies) of origin (if requested) and all municipalities of origin, by February 1 of each year, a recycling tonnage report covering all such source separated materials transported the previous calendar year. The report shall detail the municipality of origin, the name and location of the manufacturer or recycling center and the amount of each source separated recyclable material, expressed in gallons, tons or cubic yards, brought to each manufacturer or recycling center from each specific municipality of origin. Those persons specifying this information in cubic yards shall also indicate the conversion ratio of the materials from cubic yards to tons.

THIS IS A COURTESY COPY OF THIS RULE. ALL OF THE DEPARTMENT'S RULES ARE COMPILED IN TITLE 7 OF THE NEW JERSEY ADMINISTRATIVE CODE.

**FOR MATERIAL BEING BROUGHT
OUT OF STATE, THE NJDEP
WILL ENFORCE NOT CEHA.**

Rule	Rule Summary	Base Penalty	Type of Violation	Grace Period (days)
N.J.A.C. 7:26A-8.1	Failure by a transporter of recyclable materials to provide a recycling tonnage report by February 1 of each year.	\$3,000	M	30

Recycling Regulations N.J.A.C 7:26A-1 et seq.

7:26A-10.3 Recordkeeping and reporting

Commercial and institutional generators including multifamily housing owners or their agents shall report the tonnage of designated recyclable materials collected for recycling from their premises, as directed in the municipal recycling ordinance.

7:26A-9.5 Civil administrative penalty determination

(a) The Department shall assess penalties under this section, and not under N.J.A.C. 7:26A-9.4, when:

1. Because of the specific circumstances of the violation, the Department determines that the penalty amount under N.J.A.C. 7:26A-9.4 would be too low to provide a sufficient deterrent effect as required by the Act; or

2. The violation is not listed under N.J.A.C. 7:26A-9.4.

**FOR THE GENERATOR TO REPORT, NOT THE HAULER.
IF THE HAULER DOES IT FOR THE GENERATOR THIS IS A COURTESY.**

**THUS, IF NO REPORT IS PROVIDED, THE GENERATOR IS STILL IN VIOLATION.
THE EXCEPTION IS IF THE MATERIAL IS BEING BROUGHT OUT OF STATE.**


Recycling Regulations Continued...

(b) Each violation of the Act, or any rule promulgated, any administrative order, permit, license or other operating authority issued, any district solid waste management plan approved, and any parameter contained therein, pursuant to the Act, shall constitute an additional, separate and distinct violation.

(c) Each day during which a violation continues shall constitute an additional, separate and distinct violation.


(d) For each parameter that is required to be monitored, sampled or reported, the failure to so monitor, sample or report shall constitute an additional, separate and distinct violation.

(e) Where any requirement of the Act, or any rule promulgated, any administrative order, permit, license or other operating authority issued, any district solid waste management plan approved, pursuant to the Act, may pertain to more than one act, condition, occurrence, item, unit, waste or parameter, the failure to comply with such requirement as it pertains to each such act, condition, occurrence, item, unit, waste or parameter shall constitute an additional, separate and distinct violation.

 (f) The Department shall assess a civil administrative penalty for violations described in this section on the basis of the seriousness of the violation and the conduct of the violator at the midpoint of the following ranges as follows:

1. A violation that meets the criteria at (f)1i through iii below and the criteria at N.J.A.C. 7:26A-9.10(c)1 through 5 is minor. Such a minor violation shall be subject to a grace period of 30 days if the violation meets the criteria at (f)1i through iii below and N.J.A.C. 7:26A-9.10. If compliance is not achieved in the required time period, the violator shall be subject to a \$3,000 penalty, to be assessed in accordance with the procedures set forth at N.J.A.C. 7:26A-9.10.

- i. The violation poses minimal risk to the public health, safety and natural resources;
- ii. The violation does not materially and substantially undermine or impair the goals of the regulatory program; and
- iii. The activity or condition constituting the violation is capable of being corrected and compliance achieved within the time prescribed by the Department.

 2. A violation that does not meet the criteria set forth in (f)1 above is non-minor and the penalty shall be assessed at the mid-point of the following ranges, unless adjusted pursuant to (i) below.

		SERIOUSNESS		
		Major	Moderate	Minor
CONDUCT	Major	\$40,000-\$50,000	\$30,000-\$40,000	\$15,000-\$25,000
	Moderate	\$30,000-\$40,000	\$10,000-\$20,000	\$3,000-\$6,000
	Minor	\$15,000-\$25,000	\$3,000-\$6,000	N/A*

*N/A means not applicable

(g) The seriousness of the violation shall be determined as major, moderate or minor as follows:

1. Major seriousness shall apply to any violation which:

- i. Has caused or has the potential to cause serious harm to human health or the environment; or
- ii. Seriously deviates from the requirements of the Act, or any rule promulgated, any administrative order, permit, license or other operating authority issued, any district solid waste management plan approved pursuant to the Act; serious deviation shall include, but not be limited to, those violations which are in complete contravention of the requirement, or if some of the requirement is met, which severely impair or undermine the operation or intent of the requirement;

2. Moderate seriousness shall apply to any violation which:

- i. Has caused or has the potential to cause substantial harm to human health or the environment; or
- ii. Substantially deviates from the requirements of the Act, or any rule promulgated, any administrative order, permit, license or other operating authority issued, any district solid waste management plan approved pursuant to the Act; substantial deviation shall include, but not be limited to, violations which are in substantial contravention of the requirements or which substantially impair or undermine the operation or intent of the requirement; and

3. Minor seriousness shall apply to any violation not included in (g)1 or 2 above.

(h) The conduct of the violator shall be determined as major, moderate or minor as follows:

1. Major conduct shall include any intentional, deliberate, purposeful, knowing or willful act or omission by the violator;

Alt. example to use the matrix for serious offenses. Exp. Nonresponsive from Municipality and CEHA after multiple attempts.

Recycling Regulations Continued...

2. Moderate conduct shall include any unintentional but foreseeable act or omission by the violator; and

3. Minor conduct shall include any other conduct not included in (h)1 or 2 above.

(i) The Department may adjust the amount determined pursuant to (f), (g) and (h) above to assess a civil administrative penalty in an amount no greater than the maximum amount nor less than the minimum amount in the range described in (f) above, on the basis of the following factors:

1. The compliance history of the violator;

2. The nature, timing and effectiveness of any measures taken by the violator to mitigate the effects of the violation for which the penalty is being assessed;

i. Immediate implementation of measures to effectively mitigate the effects of the violation will result in a reduction to the bottom of the range;

3. The nature, timing and effectiveness of any measures taken by the violator to prevent future similar violations;

i. Implementation of measures that can reasonably be expected to prevent a recurrence of the same type of violation will result in a reduction equal to the bottom of the range;

4. Any unusual or extraordinary costs or impacts directly or indirectly imposed on the public or the environment as a result of the violation; and/or

5. Other specific circumstances of the violator or the violation.

Randolph Twp. Example Recycling Tonnage Letter

Mayor
Lou Nisivocchia

Deputy Mayor
Christine Carey

Council Members
Helene Elbaum
Mark H. Forstenhausler
Joseph Hathaway
Marie Potter
Joanne Veech



Township Manager
Gregory V. Poff, II

Township Clerk
Donna Marie Luciani

Telephone (973) 989-7100
FAX (973) 989-7076

502 Millbrook Avenue
Randolph, NJ 07869-3799

TO: All Business Owners, Managers, & Directors of Non-Profit Organizations or Institutions.

FROM: Kathy Heath, CRP, SWRP

DATE: January 2, 2025

RE: Mandatory Annual Recycled Tonnage Report Submittal - 2024 Calendar Year

Thank you to those of you having already submitted the **2024 tonnage reports** for your establishment. This reminder to submit the **annual recycling tonnage report** requires it must be filed with the Township of Randolph no later than **March 15, 2025**. In accordance with Chapter 42 of the Code of the Township of Randolph. ***"It shall....be mandatory for all owners, tenants, lessees and occupants of all nonresidential establishments to file an annual tonnage report summarizing the tonnage recycled by the establishments during the previous calendar year. The Township's deadline to file this annual tonnage report with the State is April 30th."*** This means that every year the State requires this office to report your recycling efforts by this date.

EVERY Business MUST SUBMIT this report. If a report has already been filed for your establishment for calendar year 2024, kindly disregard this letter. If this report has not yet been filed, please complete the attached tonnage grant reporting form and return it to my attention to 502 Millbrook Ave, Randolph, NJ 07869, no later than **March 15, 2025**. If you prefer, you may send a report on your letterhead or e mail this report to kheath@randolphnj.org. Your report must list the materials recycled, the quantity, and the name and address of the vendor who recycled the items. The report highlights an example of how to complete The report must be signed by the person from your establishment who is responsible for recycling. The vendor who handles your recycling may submit the report on your behalf. However, it is important to bear in mind that if your vendor fails to file a report, you are responsible for submitting the information to the Township.

In addition to the report form, enclosed is a sheet with some commonly asked questions and answers about completing the form. It should answer your questions. However, if you have additional questions not addressed on the sheet, please call the office at (973) 989-7050. Thank you for your anticipated cooperation in promptly filing your recycling report.

COMMONLY ASKED QUESTIONS AND ANSWERS ABOUT FILING THE ANNUAL TONNAGE REPORT WITH THE TOWNSHIP OF RANDOLPH

Q. Why does the Township need this information?

A. The Township is required by law to file an annual report that documents the amount of tonnage by material recycled in the Township for the prior year, with the New Jersey State Department of Environmental Protection. To file this report, we need information from the businesses and organizations in the municipality. This information also verifies that all businesses and organizations in the Township are recycling and maintaining records of their recycling efforts, as required by Township ordinance.

Q. I am the owner of a business in the Township of Randolph, but the property owner is responsible for recycling the materials from my business. Do I have to file a report, and if so, how do I complete it?

A. **Yes, you are required to file a report with the Township.** Advise us in writing which items your business recycles, and that the property owner is responsible for paying the vendor who recycles these materials. Please give us the name, address and telephone number of the owner or property manager to contact for information on the quantity of material recycled from your location.

Q. The vendor we pay to remove and recycle materials from our location files a report on our behalf. Do you still need information from us?

A. Since vendor reports often summarize the total tonnage for the year taken from various locations in the Township, it is not always clear which businesses and organizations are covered within their reports. By sending your own separate report, you are providing written documentation to the Township that you are in full compliance with our recycling regulations. You need only send the report or a letter to us listing the materials recycled at the location, and the vendor that recycles the material for that location. If your vendor files a report with the Township, it is not necessary to include the amounts of each material recycled.

Q. We run a small business and bring our recycling to the Morris County Consolidation Center in Dover or the Randolph Township Recycling Center. Do we still need to file a report?

A. Yes. Please let us know which items are recycled at your location, and where you bring them. It is not necessary to list the amount for each item; the Township receives reports with the total tonnage for items brought to our recycling center and the Morris County Consolidation Center.

Q. Suppose I don't know the total amounts of each item in "tons" – how do I complete the report?

Send us the total number of pounds, cubic yards, gallons, or whatever unit of measure you can for each material. The Township will convert the number to the appropriate tons for the State report.

Q. There are items listed on your report form that our business or organization does not generate, such as "yard waste" or "white goods". How do I complete this section of the report?

A. Simply indicate "N/A" next to each of these items, or leave them blank.

We hope this "Q&A" sheet has been helpful in responding to your questions. However, if there is something you need to know that we haven't addressed, please call the Township of Randolph Recycling Coordinator at 973 989-7050.

Randolph Twp. Example Continued

NAME OF ESTABLISHMENT:	_____	DOCUMENTATION CONTACT for auditing purposes, where records are kept):	_____
CONTACT PERSON:	_____	CONTACT PERSON:	_____
TITLE:	_____	TITLE:	_____
ADDRESS:	_____	ADDRESS:	_____
TOWN:	_____	TOWN:	_____
PHONE NUMBER:	_____	PHONE NUMBER:	_____

TYPE OF BUSINESS OR ORGANIZATION (please check one):

RETAIL MANUFACTURING INDUSTRIAL NON-PROFIT
 SERVICE RESTAURANT FARMING OTHER

MATERIAL RECYCLED	VENDOR/MARKET	ADDRESS/PHONE#	Total
Items YOU Recycle	ex: Blue Diamond	Howard Blvd, Roxbury	1 ton
OFFICE PAPER:	MUST complete for Vendor	MUST provide address/phone	MUST
MIXED PAPER:			For each
NEWSPAPER:			Rec item
CORRUGATED: (brown paper bags)			
ALUMINUM:			
PLASTIC CONTAINERS:			
GLASS CONTAINERS:			
FERROUS CONTAINERS:			
STUMPS:			
YARD WASTE:			
TIRES:			
VEHICULAR BATTERIES:			
MOTOR OIL:			
OIL CONTAMINATED SOIL:			
WHITE GOODS:			
SCRAP METAL:			
HOUSEHOLD BATTERIES:			
CONSTRUCTION DEBRIS:			
COMPUTER/ELECTRONICS			

ROOFING SHINGLES: asphalt)

TOTAL:

I certify that to the best of my knowledge the tonnage claimed are post-consumer materials generated by the business or organization listed on this form and recycled such that they are not landfilled, reused in the same form as when discarded, or used for energy recovery unless allowed by the Department of Environmental Protection so that the requirement of the Recycling Regulations contained in NJAC 14A:6-1.5 (7:26-15.5) have been fully met. Tonnage records remain on file and will be made available for auditing purposes.

PRINT - NAME AND TITLE

SIGNATURE

DATE

Roxbury Twp. Example Recycling Tonnage Letter



Township of Roxbury

1715 Route 46
Ledgewood, NJ 07852
www.roxburynj.us

[Information](#)
973-448-2000

[Building & Construction](#)
973-448-2009

[Court](#)
973-448-2034

[Engineer](#)
973-448-2018

[Finance](#)
973-448-2006

[Fire Official](#)
973-448-2012

[Health](#)
973-448-2028

[Manager](#)
973-448-2002

[Mayor and Council](#)
973-448-2001

[Police](#)
973-448-2100

[Planning and Zoning](#)
973-448-2008

[Public Works](#)
973-448-2069

[Recreation](#)
973-448-2015

[Tax Assessor](#)
973-448-2021

[Tax Collector and Utilities](#)
973-448-2022

[Technology](#)
973-448-2099

[Township Clerk](#)
973-448-2001

[Sewer Plant](#)
973-584-5360

[Water Plant](#)
973-398-2818

February 2025

«Owner»
«Owner_Address»
«Owner_Address_2»
«City», «State» «Zip_Code»

Property Location: «Property_location»
Block «Block» Lot «Lot»

It is Recycling Tonnage Reporting Time for 2024!

According to the Township of Roxbury Municipal Ordinance and State Law, **all residents, businesses, and institutions are required to recycle.** Therefore, as the owner, operator, or manager of a business, institution, or multi-family dwelling, you must ensure that a recycling program is in place.

By **April 7, 2025**, all businesses, institutions, and multifamily dwellings *must report the previous year's tonnage of recycled materials* to the municipal recycling coordinator in accordance with NJDEP recycling regulations, *N.J.A.C. 7:26A-10.3*, and Municipal Ordinance # 22-7A.6C. This will give the recycling coordinator enough time to file the annual recycling reports with the DEP.

Failure to establish a recycling program and/or submit tonnage information may result in a monetary penalty.

Building owners are still in charge of ensuring that tenants follow the laws, that a recycling tonnage report is submitted annually, and that the correct recycling laws are observed (recycling takes place both inside and outside the building, and containers are properly labeled and positioned). Even if you mandate that your renters employ their own trash and recycling hauler.

If you have not received the proper information from the recycling/trash hauler, please contact them directly to obtain the information you need to complete and return the report.

Instructions for Completion of 2024 Recycling Tonnage Report.

Section 1-Complete ALL contact information entirely including type of business or institution you are, for example, school, office, factory, restaurant, etc. **ONLY report tonnage for materials recycled from January 1, 2024, through December 31, 2024.**

Section 2-The list of materials, ID # 1 to # 30, includes mandated recyclables, as well as commonly recycled materials. *If you do not know the weight in tons, you may list pounds, cubic yards, gallons, square yards for rugs, number of units for lead-acid batteries, tires, electronics, fluorescent lights. Be sure to include the unit of weight/measurement next to each item; for example, 7.5 tons, 25 gallons, 2 units.

Section 3-Complete the trash and recycling hauler information.

- List name of hauler or end market (where the material is sent). *If the hauler reports the tonnage numbers on your company's behalf directly to the Township, please indicate that. We will cross-check your report with the information that the recycling company provides.*
- If you take your recyclables directly to the Township of Roxbury Recycling Center, print "Recycling Center" across for each of those materials. *You do not have to fill in the tonnage weight information for those materials.*
- Use a separate sheet of paper for multiple vendors.

Local businesses are the backbone of our town, and your cooperation is crucial to the success of our recycling objectives and initiatives. Please help Roxbury in meeting its legally required 50% mandated recycling goal.

If you have any questions after reviewing the information provided, or if you need help with your recycling program, please call me at 973-448-2053 to discuss the best recycling program for your business or organization.

Regards,

Kellie Ann Keyes

Kellie Ann Keyes, CRP, SRMP
Township of Roxbury Recycling Coordinator

Rockaway Twp. Example Recycling Tonnage Letter



ROCKAWAY TOWNSHIP
65 MOUNT HOPE ROAD, ROCKAWAY, NEW JERSEY 07866
DEPARTMENT OF PUBLIC WORKS

To: All Municipal Businesses and Institutions

Re: 2024 Recycling Tonnage Report

According to Rockaway Township Municipal Ordinance and State Law, **all residents, businesses, and institutions are required to recycle**. Therefore, as the owner, operator, or manager of a business, institution or multi-family dwelling, you must ensure that a recycling program is in place.

Each year, as required by NJDEP recycling regulations, N.J.A.C. 7:26A-10.3, and Municipal Ordinance # 19-1.8 all businesses, institutions and multifamily dwellings must report the prior year's tonnage of recycled materials to the municipal recycling coordinator by March 15th. **Failure to establish a recycling program and/or submit tonnage information may result in a monetary penalty.**

Please complete and return the attached *RECYCLING TONNAGE REPORT*. The reverse side of the form provides important information as well as instructions on how to complete it.

Local businesses are the backbone of our Township and your cooperation is critical to the success of our recycling goals and initiatives. Should you have any questions once you have reviewed the enclosed materials, please do not hesitate to contact me at 973-983-2891.

Recycling has proven to be an economically sound business practice by which disposal costs are avoided and revenue may be generated by the sale of recyclable materials. Each municipality receives a grant from the NJDEP based on the number of tons of material recycled, so your assistance does make a difference. Please help Rockaway Township achieve its 50% mandated recycling goal.

Very truly yours,

Al Knoth, CPWM, CRP, SRMP
Director of Public Works / Recycling Coordinator
Rockaway Township DPW
540 Green Pond Road
Rockaway, NJ 07866

AK/als
enc./

Rockaway Twp. Example Recycling Tonnage Letter



ROCKAWAY TOWNSHIP
65 MOUNT HOPE ROAD, ROCKAWAY, NEW JERSEY 07866
DEPARTMENT OF PUBLIC WORKS

TO: Haulers and Vendors
FROM: Al Knoth, CPWM, CRP, SRMP
Director of Public Works / Recycling Coordinator
DATE: January 24, 2025
RE: New Jersey Solid Waste Management Plan Amendment
2024 Recycling Tonnage Report

As per the New Jersey Solid Waste Management Plan, it is mandatory for all persons who are owners, tenants or occupants of residential or non-residential premises to separate designated recyclable materials from all solid waste. This requirement shall include, but not be limited to, retail and other commercial locations as well as government, schools and other institutional locations within Rockaway Township.

If you are unsure on how to obtain the tonnage (2,000 lbs. = 1 ton) information it's easy.

1. Contact your waste hauler, broker or distribution center
2. Tell them you need the tonnage for 2024 Recycling Tonnage Report
3. Fill in the Report – mail it or email back to Rockaway Township

Enclosed is a list of mandated recyclable materials which must be source separated out of the solid waste stream. As you are aware, Morris County inspects at the transfer stations and issues Recycling Inspection Notices to the generator, the hauler and the Municipality. Continual failure to recycle will require the Township to take appropriate enforcement measures.

If your company recycles items other than listed (i.e. cosmetics, plastic wrap, Styrofoam including packing peanuts, hazardous materials – paint, cleaning agents, solvents) please list with the weight of items recycled and where the product is recycled at.

The plan still requires recycling documentation of all the recycling materials your company has collected in Rockaway Township. Please make sure that the letter of documentation or the print out report lists the materials recycled, the recycling totals and the name and address where the material was recycled.

Please note, if you submit your documentation by zip code, that Rockaway Township services six (6) zip codes: 07866, 07801, 07005, 07885, 07435, 07842 and Picatinny Arsenal (is located in Rockaway Township).

This information must be submitted to me no later than March 20, 2025. You may email the information to aknoth@rockawaytownship.org, fax to 973-983-2896 or send it to the Rockaway Township Department of Public Works.

Should you have any questions or require assistance please contact me at (973)983-2891.

Thank you for your anticipated cooperation.

AK/als

enc/

Rockaway Twp. Example Continued

ROCKAWAY TOWNSHIP 2024 RECYCLING TONNAGE REPORT

Section 1

Type or print the following information:

Name of business/institution: _____ Contact: _____
 Address: _____ Title: _____
 Phone/Fax: _____
 E-Mail: _____

Type of business/institution: _____

The submission of this report is required by law. DEADLINE: March 20, 2025

Section 2

Important - See the reverse side of this form for information on completing it.

ID#	Material	Tons	Company providing recycling services
01	Corrugated cardboard		
02	Mixed office paper		
03	Newspaper		
04	Other paper/magazines/junk mail		
05	Glass bottles & jars		
06	Aluminum cans		
07	Steel cans/oil filters		
08	Plastic containers		
09	Heavy iron		
10	Non-ferrous/other aluminum scrap		
11	Metal appliances & light iron		
12	Anti-freeze		
13	Batteries, lead-acid		
14	Scrap autos		
15	Tires		
16	Used motor oil		
17	Brush/tree parts		
18	Grass clippings		
19	Leaves		
20	Stumps		
21	Consumer electronics		
22	Concrete/asphalt/masonry/paving materials		
23	Food waste & cooking grease		
24	Misc recyclables* (list below)		
25	Other glass		
26	Other plastic		
27	Petroleum contaminated soil		
28	Process residue		
29	Textiles		
30	Wood scraps		
	Mixed materials. List by ID # any materials that are mixed together or commingled for recycling. Use separate sheet if needed.		

*Miscellaneous recyclable materials:

MAIL COMPLETED REPORT TO: Rockaway Township DPW, Attn: Recycling, 540 Green Pond Rd., Rockaway, NJ 07866
 OR EMAIL to aknoth@rockawaytownship.org

Important Note

Each year, as required by Rockaway Township Recycling Ordinance # 19-18 and the New Jersey Department of Environmental Protection (NJDEP) Recycling Regulations, NJAC 7:26A-10.3 (2009), all businesses and institutions, including multifamily housing owners or their agents, must report the weight in tons of materials collected for recycling from their premises. Rockaway Township is required by law to file an annual report that documents that tonnage with the NJDEP. To file this report, information is needed from all of the commercial and institutional establishments in town. This report also verifies that you are recycling and maintaining records of your recycling efforts as required by municipal ordinance # 19-18.

Instructions for Completion of 2024 Recycling Tonnage Report

Section 1

Please type or print the name of your business or institution, its address and all contact information. Let us know what type of business or institution you are; for example, school, office, factory, restaurant, etc. **ONLY report tonnage for materials recycled from January 1, 2024, through December 31, 2024.**

Section 2

The list of materials, ID # 1 to # 30, includes mandated recyclables, as well as commonly recycled materials. Print the weight in tons of that material and the name of your recycling hauler or end market.

- If you do not know the weight in tons, you may list pounds, cubic yards, gallons, square yards for rugs, number of units for lead-acid batteries, tires, electronics, fluorescent lights. Be sure to print the unit of weight/measurement next to each item; for example, 7.5 tons, 25 gallons, 2 units.

- If your recycling hauler reports the tonnage to Rockaway Township on your company's behalf, please leave the "Tons" column blank.

To complete the "Company providing recycling services" column:

- List name of hauler or end market. If that company reports the tonnage numbers on your company's behalf, please indicate that. We will cross-check your report with the information that the recycling company provides.
- If your landlord or a property management company is responsible for your recycling, list the appropriate name and phone number. We will contact them for the tonnage numbers.
- If you take your recyclables directly to the Rockaway Township recycling depot, print "recycling depot" across from each of those materials. You do not have to fill in the tonnage weight information for those materials.
- Use a separate sheet of paper for multiple vendors.

Definitions of Material

PAPER

01 - **Corrugated** - Containers and similar paper items usually used to transport supplies, equipment parts or other merchandise.

02 - **Mixed Office and Computer Paper** - Any and all types of "office-type" paper including, but not limited to: computer paper, hi-grade white paper, typing paper, copier paper, onion-skin, tissue paper, notepad, envelopes, manila folders and colored paper, or any mix thereof.

03 - **Newspaper** - All paper marketed as newsprint or newspaper and containing at least 70% newsprint or newspaper (American Forest and Paper Association grades #6, #7 and #8 news).

04 - **Other Paper/Magazines/Junk Mail** - All paper, which is not defined, as corrugated, mixed office paper, computer paper or newspaper. Examples are as follows: magazine stock, telephone directories, wrapping paper, chip board, books and grocery bags. [papers coated with plastic, film or foil and paper contaminated with food should not be included]

CONTAINERS

05 - **Glass Containers** - All glass containers used for packaging food or beverages.

06 - **Aluminum Cans** - Food and beverage containers made entirely of aluminum.

07 - **Steel Cans** - Rigid containers made exclusively or primarily of steel or tin-plated steel and aluminum cans used to store food, beverages, paint and a variety of other household and consumer products including motor oil filters.

08 - **Plastic Containers** - Containers such as polyethylene terephthalate (PETE - #1) soda bottles, high density poly ethylene (HDPE - #2) milk, water or detergent bottles, vinyl (V - #3), low density polyethylene (LDPE - #4) containers, or polyvinyl chloride (PVC - #5) bottles and rigid and foam polystyrene (PS - #6).

METAL

09 - **Heavy Iron** - All ferrous scrap, structural steel or cast iron components.

10 - **Non-ferrous and Other Aluminum Scrap** - All non-container aluminum, copper, zinc, brass and other metals, which generally do not rust.

11 - **White Goods and Light Iron** - All appliances such as washers, dryers, refrigerators, etc. as well as products made from sheet iron, such as shelving, file cabinets, metal desks, recycled or reconditioned steel drums and other non-structural ferrous scrap.

AUTO

12 - **Anti-freeze** - All automotive engine coolant consisting of a mixture of ethylene glycol and water or propylene glycol and water.

13 - **Batteries, Lead-Acid** - Batteries from automobiles, trucks, other vehicles and machinery and equipment. THIS DOES NOT INCLUDE CONSUMER BATTERIES (see#21).

14 - **Scrap Autos** - Crushed or shredded automobile or truck bodies excluding auto shredder residue or "fluff".

15 - **Tires** - Rubber-based scrap automotive, truck or specialty (e.g. forklift) tires. NOTE: This material must be recycled at a registered, exempted or pending "Class B" recycling facility (see Appendix B for a list of registered facilities).

16 - **Used Motor Oil** - A petroleum -based or synthetic oil which, through use, storage or handling, has become unsuitable for its original purpose due to the presence of impurities or loss of original properties. Used motor oil filters shall be reported as item 7, steel containers.

YARD MATERIAL / VEGITATIVE WASTE

17 - **Brush/Tree Parts** - Branches and woodchips generated from residential and institutional sources (e.g. storm damage and pruning activities).

18 - **Grass Clippings** - Grass clippings derived from the mowing of lawns or other grassy areas.

19 - **Leaves** - Leaves and other yard debris excluding grass and brush, from residential, institutional, commercial or industrial sources.

20 - **Stumps** - Unfinished wood from commercial land clearing activities. NOTE: This material must be recycled at a registered, exempted or pending "Class B" recycling facility (see Appendix B for a list of registered facilities).

OTHER

21 - **Consumer Electronics** - A broad field of electronics that includes devices such as TVs, DVDs, VCRs, radios, hi-fi stereo, home theater, handheld and software-based games as well as Internet appliances.

22 - **Concrete/Asphalt and Masonry / Paving Materials including MILLINGS** - Asphalt or asphalt-based roofing shingles, concrete, brick, cinder block, ceramic materials stones, other masonry materials and paving materials. NOTE: This material must be recycled at a registered, exempted or pending "Class B" recycling facility (see Appendix B for a list of registered facilities).

23 - **Food Wastes & Cooking Grease** - Cooking oil, fryer grease, food plate wastes and food processing wastes. Food processing wastes include food processing waste, food processing residuals and animal processing wastes. If the material is transported and processed as animal feed, it should be identified as such. Materials generated in trimming and reject sorting operations from the processing of fruits and vegetables in canneries and similar industries, e.g. tomato skins, pepper cores, bean snips cranberry hulls, etc., should be classified as (28) process residue. (Note: This definition is used for Tonnage Grant purposes only, and does not reflect the definition as per the to-be-proposed solid waste and recycling regulations.)

24 - **Miscellaneous Recyclable Materials, Fluorescent Lights & Household Batteries** - Includes any other non-hazardous materials which would otherwise be classified as solid waste and is not otherwise defined in this section and documented as being recycled. Examples include household batteries, paint, fluorescent lights, furniture, wallboard, padding and insulation. **Construction and Demolition debris must be separated into its various materials.** Any material labeled as C&D will be disallowed.

25 - **Other Glass** - All non-container glass such as plate glass, drinking glasses and automotive glass.

26 - **Other Plastic** - Low-density polyethylene (LDPE) film or bags, other film, plastic closures, durable goods and plastic pallets (provided they are recycled and not simply reused). Includes plastic from Verizon, PSEG, and most supermarkets.

27 - **Petroleum Contaminated Soil** - Non-hazardous soils containing petroleum hydrocarbons resulting from spills, leaks or leaking underground storage tanks used for gasoline or any other commercial fuel and which are recycled in accordance with the requirements of N.J.A.C. 7:26A-1.1 at seg. NOTE: This material can be recycled at "Class B" facilities (for example, authorized asphalt manufacturers).

28 - **Process Residue** - Includes ash recovered from any form of incinerator power plant and any other process residue (i.e. manufacturing scrap) which is non-hazardous and meets the definition of an ID-27 industrial waste. NOTE: Sludge is not included in this or any other definition.

29 - **Textiles** - Cloth materials such as wool, cotton, linen, nylon or polyester derived from carpet, clothing, linens or cloth diapers.

30 - **Wood Scraps** - Unfinished lumber. Included in this definition are wooden pallets. Utility Poles are not recyclable. NOTE: This material must be recycled at a registered, exempted or pending "Class B" recycling facility (see Appendix B for a list of registered facilities).

Blank Recycling Tonnage Letter

To: All Municipal Businesses and Institutions

Re: **20** Recycling Tonnage Report

According to **(municipality)** Municipal Ordinance and State Law, **all residents, businesses, and institutions are required to recycle**. Therefore, as the owner, operator, or manager of a business, institution or multi-family dwelling, you must ensure that a recycling program is in place.

Each year, as required by NJDEP recycling regulations, N.J.A.C. 7:26A-10.3, and Municipal Ordinance # , all businesses, institutions and multifamily dwellings must report the prior year's tonnage of recycled materials to the municipal recycling coordinator by March 1st. **Failure to establish a recycling program and/or submit tonnage information may result in a monetary penalty.**

Please complete and return the attached *RECYCLING TONNAGE REPORT*. The reverse side of the form provides important information as well as instructions on how to complete it.

Local businesses are the backbone of our **(town, city, etc.)** and your cooperation is critical to the success of our recycling goals and initiatives. Should you have any questions once you have reviewed the enclosed materials, please do not hesitate to contact me at **()** - .

Recycling has proven to be an economically sound business practice by which disposal costs are avoided and revenue may be generated by the sale of recyclable materials. Each municipality receives a grant from the NJDEP based on the number of tons of material recycled, so your assistance does make a difference. Please help **(municipality)** achieve its 50% mandated recycling goal.

Very truly yours,

Municipal Recycling Coordinator

Blank Recycling Tonnage Letter Continued...

(MUNICIPALITY) (ADD YEAR) RECYCLING TONNAGE REPORT

Section 1

Type or print the following information:

Name of business/institution: _____ Contact: _____
 Title: _____
 Address: _____ Phone/Fax: _____
 E-Mail: _____
 Type of business/institution: _____

The submission of this report is required by law... DEADLINE: March 1, (YEAR)

Section 2

Important – See the reverse side of this form for information on completing it.

ID#	Material	Tons	Company providing recycling services
01	Corrugated cardboard		
02	Mixed office paper		
03	Newspaper		
04	Other paper/magazines/junk mail		
05	Glass bottles & jars		
06	Aluminum cans		
07	Steel cans/oil filters		
08	Plastic containers		
09	Heavy Iron		
10	Non-ferrous/other aluminum scrap		
11	Metal appliances & light iron		
12	Anti-freeze		
13	Batteries, lead-acid		
14	Scrap autos		
15	Tires		
16	Used motor oil		
17	Brush/tree parts		
18	Grass clippings		
19	Leaves		
20	Stumps		
21	Consumer electronics		
22	Concrete/asphalt/masonry/paving materials		
23	Food waste & cooking grease		
24	Misc recyclables* (list below)		
25	Other glass		
26	Other plastic		
27	Petroleum contaminated soil		
28	Process residue		
29	Textiles		
30	Wood scraps		
	Mixed materials, List by ID # any materials that are mixed together or comingled for recycling. Use separate sheet if needed.		

*Miscellaneous recyclable materials:

Blank Recycling Tonnage Letter Continued...

Important Note

Each year, as required by (Municipal Recycling Ordinance #) and the New Jersey Department of Environmental Protection (NJDEP) Recycling Regulations, NJAC 7:26A-10.3 (2009), all businesses and institutions, including multifamily housing owners or their agents, must report the weight in tons of materials collected for recycling from their premises. (Municipality) is required by law to file an annual report that documents that tonnage with the NJDEP. To file this report, information is needed from all of the commercial and institutional establishments in town. This report also verifies that you are recycling and maintaining records of your recycling efforts as required by municipal ordinance (ordinance #).

Instructions for Completion of (year) Recycling Tonnage Report

Section 1

Please type or print the name of your business or institution, its address and all contact information. Let us know what type of business or institution you are; for example, school, office, factory, restaurant, etc. ONLY report tonnage for materials recycled from January 1, (year) through December 31, (year).

Section 2

The list of materials, ID # 1 to # 30, includes mandated recyclables, as well as commonly recycled materials. Print the weight in tons of that material and the name of your recycling hauler or end market.

- If you do not know the weight in tons, you may list pounds, cubic yards, gallons, square yards for rugs, number of units for lead-acid batteries, tires, electronics, fluorescent lights. Be sure to print the unit of weight/measurement next to each item; for example, 7.5 tons, 25 gallons, 2 units.
- If your recycling hauler reports the tonnage to (Municipality) on your company's behalf, please leave the "Tons" column blank.

To complete the "Company providing recycling services" column:

- List name of hauler or end market. If that company reports the tonnage numbers on your company's behalf, please indicate that. We will cross-check your report with the information that the recycling company provides.
- If your landlord or a property management company is responsible for your recycling, list the appropriate name and phone number. We will contact them for the tonnage numbers.
- If you take your recyclables directly to the (Municipal) recycling depot, print "recycling depot" across from each of those materials. You do not have to fill in the tonnage weight information for those materials.
- Use a separate sheet of paper for multiple vendors.

PAPER

Definitions of Material

- 01 - **Corrugated** - Containers and similar paper items usually used to transport supplies, equipment parts or other merchandise.
- 02 - **Mixed Office and Computer Paper** - Any and all types of "office-type" paper including, but not limited to: computer paper, hi-grade white paper, typing paper, copier paper, onion-skin, tissue paper, notepad, envelopes, manila folders and colored paper, or any mix thereof.
- 03 - **Newspaper** - All paper marketed as newsprint or newspaper and containing at least 70% newsprint or newspaper (American Forest and Paper Association grades #6, #7 and #8 news).
- 04 - **Other Paper/Magazines/Junk Mail** - All paper, which is not defined, as corrugated, mixed office paper, computer paper or newspaper. Examples are as follows: magazine stock, telephone directories, wrapping paper, chip board, books and grocery bags. [papers coated with plastic, film or foil and paper contaminated with food should not be included]

CONTAINERS

- 05 - **Glass Containers** - All glass containers used for packaging food or beverages.
- 06 - **Aluminum Cans** - Food and beverage containers made entirely of aluminum.
- 07 - **Steel Cans** - Rigid containers made exclusively or primarily of steel or tin-plated steel and aluminum cans used to store food, beverages, paint and a variety of other household and consumer products including motor oil filters.
- 08 - **Plastic Containers** - Containers such as polyethylene terephthalate (PETE - #1) soda bottles, high density poly ethylene (HDPE - #2) milk, water or detergent bottles, vinyl (V - #3), low density polyethylene (LDPE - #4) containers, or polyvinyl chloride (PVC - #5) bottles and rigid and foam polystyrene (PS - #6).

METAL

- 09 - **Heavy Iron** - All ferrous scrap, structural steel or cast iron components.
- 10 - **Non-ferrous and Other Aluminum Scrap** - All non-container aluminum, copper, zinc, brass and other metals, which generally do not rust.
- 11 - **White Goods and Light Iron** - All appliances such as washers, dryers, refrigerators, etc., as well as products made from sheet iron, such as shelving, file cabinets, metal desks, recycled or reconditioned steel drums and other non-structural ferrous scrap.
- ## AUTO
- 12 - **Anti-freeze** - All automotive engine coolant consisting of a mixture of ethylene glycol and water or propylene glycol and water.
- 13 - **Batteries, Lead-Acid** - Batteries from automobiles, trucks, other vehicles and machinery and equipment. THIS DOES NOT INCLUDE CONSUMER BATTERIES (see #21).
- 14 - **Scrap Autos** - Crushed or shredded automobile or truck bodies excluding auto shredder residue or "fluff".
- 15 - **Tires** - Rubber-based scrap automotive, truck or specialty (e.g., forklift) tires. NOTE: This material must be recycled at a registered, exempted or pending "Class B" recycling facility (see Appendix B for a list of registered facilities).
- 16 - **Used Motor Oil** - A petroleum-based or synthetic oil which, through use, storage or handling, has become unsuitable for its original purpose due to the presence of impurities or loss of original properties. Used motor oil filters shall be reported as item 7, steel containers.

YARD MATERIAL / VEGETATIVE WASTE

- 17 - **Brush/Tree Parts** - Branches and woodchips generated from residential and institutional sources (e.g., storm damage and pruning activities).
- 18 - **Grass Clippings** - Grass clippings derived from the mowing of lawns or other grassy areas.
- 19 - **Leaves** - Leaves and other yard debris excluding grass and brush, from residential, institutional, commercial or industrial sources.
- 20 - **Stumps** - Unfinished wood from commercial land clearing activities. NOTE: This material must be recycled at a registered, exempted or pending "Class B" recycling facility (see Appendix B for a list of registered facilities).

OTHER

- 21 - **Consumer Electronics** - A broad field of electronics that includes devices such as TVs, DVDs, VCRs, radios, hi-fi stereo, home theater, handheld and software-based games as well as Internet appliances.
- 22 - **Concrete/Asphalt and Masonry / Paving Materials including MILLINGS** - Asphalt or asphalt-based roofing shingles, concrete, brick, cinder block, ceramic materials stones, other masonry materials and paving materials. NOTE: This material must be recycled at a registered, exempted or pending "Class B" recycling facility (see Appendix B for a list of registered facilities).
- 23 - **Food Wastes & Cooking Grease** - Cooking oil, fryer grease, food plate wastes and food processing wastes. Food processing wastes include food processing waste, food processing residuals and animal processing wastes. If the material is transported and processed as animal feed, it should be identified as such. Materials generated in trimming and reject sorting operations from the processing of fruits and vegetables in canneries and similar industries, e.g., tomato skins, pepper cores, bean snips cranberry hulls, etc., should be classified as (28) process residue. (Note: This definition is used for Tonnage Grant purposes only, and does not reflect the definition as per the to-be-proposed solid waste and recycling regulations.)
- 24 - **Miscellaneous Recyclable Materials, Fluorescent Lights & Household Batteries** - Includes any other non-hazardous materials which would otherwise be classified as solid waste and is not otherwise defined in this section and documented as being recycled. Examples include household batteries, paint, fluorescent lights, furniture, wallboard, padding and insulation. Construction and Demolition debris must be separated into its various materials. Any material labeled as C&D will be disallowed.
- 25 - **Other Glass** - All non-container glass such as plate glass, drinking glasses and automotive glass.
- 26 - **Other Plastic** - Low-density polyethylene (LDPE) film or bags, other film, plastic closures, durable goods and plastic pallets (provided they are recycled and not simply reused). Includes plastic from Verizon, PSEG, and most supermarkets.
- 27 - **Petroleum Contaminated Soil** - Non-hazardous soils containing petroleum hydrocarbons resulting from spills, leaks or leaking underground storage tanks used for gasoline or any other commercial fuel and which are recycled in accordance with the requirements of N.J.A.C. 7:26A-1.1 at see. NOTE: This material can be recycled at "Class B" facilities (for example, authorized asphalt manufacturers).
- 28 - **Process Residue** - Includes ash recovered from any form of incinerator power plant and any other process residue (e.g., manufacturing scrap) which is non-hazardous and meets the definition of an ID-27 industrial waste. NOTE: Sludge is not included in this or any other definition.
- 29 - **Textiles** - Cloth materials such as wool, cotton, linen, rayon or polyester derived from carpet, clothing, linens or cloth diapers.
- 30 - **Wood Scraps** - Unfinished lumber. Included in this definition are wooden pallets. Utility Poles are not recyclable. NOTE: This material must be recycled at a registered, exempted or pending "Class B" recycling facility (see Appendix B for a list of registered facilities).

Sample Online Reporting Form

The screenshot shows the Clifton New Jersey website header with the logo and navigation menu. The main content area displays the breadcrumb trail: "You are here: [Home](#) > [Government](#) > [Departments L to Z](#) > [Trash & Recycling](#) > Recycling Tonnage Reporting". Below this is the title "RECYCLING TONNAGE REPORTING" and the subtitle "Recycling Tonnage Reporting: Commercial Use Only". A red arrow points to the link "[Click Here to Submit Your Tonnage Report](#)".

Link: <https://www.cliftonnj.org/375/Recycling-Tonnage-Reporting>

Sample Online Reporting Form Continued...

Tonnage Grant Reporting

Local businesses and institutions are the backbone of our community and your cooperation is critical to the success of our recycling goals and initiative. As you know, each year as required by town ordinance and NJDEP Recycling Regulations, all businesses and institutions, including multifamily housing owners or their agents must report the tonnage of materials recycled from their premises. This information is then reported to the NJDEP.

In order to properly and successfully file this report, information is required from ALL of the commercial and institutional establishments in our community. The report also helps verify that you are recycling and maintaining the proper records of your recycling as required by law. When completing this form please make sure to enter an accurate, monitored email address which will be used for future correspondence. You must enter the weight in tons of all mandated recyclable materials generated at your establishment as well as the recycling hauler or end market.

Property Details

Address *	Address 2	City *	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Property Type *	Property Type (if other) Block	Lot	Qualifier
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Business Details

Name of Business / Institution / or Multi-Family Complex *	Contact Name *	Title *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone Number *	Email *	
<input type="text"/>	<input type="text"/>	

Mandated Materials

ID #	Material	Tons	Company Providing Recycling Services	End Market Name and Full Address
01	CORRUGATED CARDBOARD	<input type="text"/>	<input type="text"/>	<input type="text"/>
02	MIXED OFFICE PAPER	<input type="text"/>	<input type="text"/>	<input type="text"/>
03	NEWSPAPER	<input type="text"/>	<input type="text"/>	<input type="text"/>
04	OTHER PAPER/MAGAZINES/JUNK MAIL	<input type="text"/>	<input type="text"/>	<input type="text"/>
05	GLASS BOTTLES & JARS	<input type="text"/>	<input type="text"/>	<input type="text"/>
06	ALUMINUM CANS	<input type="text"/>	<input type="text"/>	<input type="text"/>
07	STEEL CANS/OIL FILTERS	<input type="text"/>	<input type="text"/>	<input type="text"/>
08	PLASTIC CONTAINERS	<input type="text"/>	<input type="text"/>	<input type="text"/>
09	HEAVY IRON	<input type="text"/>	<input type="text"/>	<input type="text"/>
10	NON-FERROUS/OTHER ALUMINUM SCRAP	<input type="text"/>	<input type="text"/>	<input type="text"/>
11	METAL APPLIANCES & LIGHT IRON	<input type="text"/>	<input type="text"/>	<input type="text"/>
12	ANTI-FREEZE	<input type="text"/>	<input type="text"/>	<input type="text"/>
13	BATTERIES, LEAD-ACID	<input type="text"/>	<input type="text"/>	<input type="text"/>
14	SCRAP AUTOS	<input type="text"/>	<input type="text"/>	<input type="text"/>

15	TIRES	<input type="text"/>	<input type="text"/>	<input type="text"/>
16	USED MOTOR OIL	<input type="text"/>	<input type="text"/>	<input type="text"/>
17	BRUSH/TREE PARTS	<input type="text"/>	<input type="text"/>	<input type="text"/>
18	GRASS CLIPPINGS	<input type="text"/>	<input type="text"/>	<input type="text"/>
19	LEAVES	<input type="text"/>	<input type="text"/>	<input type="text"/>
20	STUMPS	<input type="text"/>	<input type="text"/>	<input type="text"/>
21	CONSUMER ELECTRONICS	<input type="text"/>	<input type="text"/>	<input type="text"/>
22	CONCRETE/ASPHALT/MASONRY PAVING	<input type="text"/>	<input type="text"/>	<input type="text"/>
23	FOOD WASTE AND COOKING GREASE	<input type="text"/>	<input type="text"/>	<input type="text"/>
24	MISC. RECYCLABLES* (LIST BELOW)	<input type="text"/>	<input type="text"/>	<input type="text"/>
25	OTHER GLASS	<input type="text"/>	<input type="text"/>	<input type="text"/>
26	OTHER PLASTIC	<input type="text"/>	<input type="text"/>	<input type="text"/>
27	PETROLEUM CONTAMINATED SOIL	<input type="text"/>	<input type="text"/>	<input type="text"/>
28	PROCESS RESIDUE	<input type="text"/>	<input type="text"/>	<input type="text"/>
29	TEXTILES	<input type="text"/>	<input type="text"/>	<input type="text"/>
30	WOOD SCRAPS	<input type="text"/>	<input type="text"/>	<input type="text"/>

List Miscellaneous Recyclables

Mixed Materials

List Mixed Materials by ID #s any materials that are commingled.

Attachments

Upload New File Remove Selected File(s)

Document Name	File Name	Size	Timestamp
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

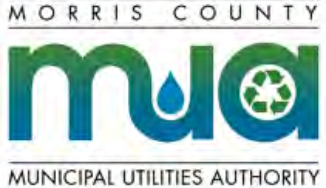
Certification

By signing below, I the owner certify that all of the information provided in this application is true and accurate.

Signature *

Type Full Name :

Excel Reporting Form

 <p>MORRIS COUNTY mua MUNICIPAL UTILITIES AUTHORITY</p>	2024 RECYCLING TONNAGE REPORTING FORM		
<p>The submission of this form helps advance recycling and funding for recycling programs in Morris County. Thank you for doing your part.</p>			
Business/Institution:			
Contact/Title:			
Phone Number:			
Email:			
Source of Materials:			
Municipality	Material	Amt	Units
<input type="text"/>			

> [Instructions](#) | **[Reporting Form](#)** | [Morris County Zip Codes](#) | [Definitions](#) | [Tonnage Conversions](#)



2024 RECYCLING TONNAGE REPORTING FORM

The submission of this form helps advance recycling and funding for recycling programs in Morris County.
Thank you for doing your part.

Business/Institution:
Contact/Title:
Phone Number:
Email:
Source of Materials:



TONNAGE REPORT REQUEST FOR RECYCLING GENERATED IN 2024

Municipality

All businesses and institutions, including multifamily housing, must report materials collected for recycling from their premises annually.

Please complete the [Reporting Form tab](#) for your [institution](#) for all recycling generated in Morris County in 2024.

- 1 Enter your business and contact information where indicated.
- 2 Report all collected materials for all applicable municipalities. Select the municipality using the drop down list in Column A.
If you have town sections that are not listed, please see the [Morris County Zip Code tab](#) in this spreadsheet and assign their recycling accordingly.
- 3 Report each material collected from each municipality using the drop down list in Column B.
These categories are designated by the NJDEP; consult the [Definitions tab](#) to select the most appropriate.
- 4 **Material amounts must be reported in tons** (Column D). Use the [Tonnage Conversion tab](#) to convert any other quantities to tons.
- 5 To submit this form electronically please save a copy of your completed form and send it via email attachment to cbirmingham@co.morris.nj.us.

> Instructions

Please contact your local Municipal Recycling Coordinator or the Morris County MUA with any questions.

Examples: Auto Repair Shop/ Gas Station

- Paper (minimum mandated materials)
 - 01 - Corrugated, 02 - Mixed Office and Computer Paper, 03 - Newspaper, 04 - Other Paper/ Magazines/ Junk Mail
- Containers (minimum mandated materials)
 - 05 - Glass Containers, 06 - Aluminum Cans, 07 - Steel Cans (propane tanks & oil filters), 08 - Plastic Containers
- Auto
 - 12 - Anti-freeze
 - 13 - Batteries, Lead-Acid
 - 15 - Tires
 - 16 - Used Motor Oil
- Other
 - 24 - Other Materials Not Listed (paint, bumpers, etc.)
 - 27 - Petroleum Contaminated Soil (site cleanup)
 - 28 - Textiles (container onsite from recycler)
 - 30 - Wood Scraps (wooden pallets)

Examples: Restaurant

- Paper (minimum mandated materials)
 - 01 - Corrugated, 02 - Mixed Office and Computer Paper, 03 - Newspaper, 04 - Other Paper/ Magazines/ Junk Mail
- Containers (minimum mandated materials)
 - 05 - Glass Containers, 06 - Aluminum Cans, 07 - Steel Cans (propane tanks & oil filters), 08 - Plastic Containers
- Metal
 - 11 - White Goods and Light Iron (appliances, general scrap, & steel drums)
- Auto
 - 13 - Batteries, Lead-Acid (backup)
- Other
 - 21 - Consumer Electronics (CEDs and Non-CEDs)
 - 23 - Food Wastes & Cooking Grease (cooking oil, fryer grease, grease trap cleaning, etc.)
 - 24 - Other Materials Not Listed (paint, bumpers, etc.)
 - 26 - Other Plastic (plastic film)
 - 30 - Wood Scraps (wooden pallets)

Examples: Home Improvement Store

- Paper (minimum mandated materials)
 - 01 - Corrugated, 02 - Mixed Office and Computer Paper, 03 - Newspaper, 04 - Other Paper/ Magazines/ Junk Mail
- Containers (minimum mandated materials)
 - 05 - Glass Containers, 06 - Aluminum Cans, 07 - Steel Cans (propane tanks & oil filters), 08 - Plastic Containers
- Metal
 - 11 - White Goods and Light Iron (appliances, general scrap, & steel drums)
- Auto
 - 13 - Batteries, Lead-Acid (backup & forklift)
- Other
 - 21 - Consumer Electronics (CEDs and Non-CEDs)
 - 24 - Other Materials Not Listed (paint, furniture, fluorescent lights, household batteries, plant pot recycling program, etc.)
 - 26 - Other Plastic (plastic film)
 - 29 - Textiles (container in parking lot)
 - 30 - Wood Scraps (wooden pallets)

Examples: Wholesale Club/ Warehouse Club Chain Store

- Paper (minimum mandated materials)
 - 01 - Corrugated, 02 - Mixed Office and Computer Paper, 03 - Newspaper, 04 - Other Paper/ Magazines/ Junk Mail
- Containers (minimum mandated materials)
 - 05 - Glass Containers, 06 - Aluminum Cans, 07 - Steel Cans (propane tanks & oil filters), 08 - Plastic Containers
- Metal
 - 11 - White Goods and Light Iron (appliances, general scrap, & steel drums)
- Auto
 - 12 - Anti-freeze
 - 13 - Batteries, Lead-Acid (backup & forklift)
 - 15 - Tires
 - 16 - Used Motor Oil
- Other
 - 21 - Consumer Electronics (CEDs and Non-CEDs)
 - 23 - Food Wastes & Cooking Grease (cooking oil, fryer grease, grease trap cleaning, etc.)
 - 24 - Other Materials Not Listed (paint, furniture, fluorescent lights, household batteries, plant pot recycling program, etc.)
 - 26 - Other Plastic (plastic film)
 - 29 - Textiles (container in parking lot)
 - 30 - Wood Scraps (wooden pallets)

Examples: Department Chain Store

- Paper (minimum mandated materials)
 - 01 - Corrugated, 02 - Mixed Office and Computer Paper, 03 - Newspaper, 04 - Other Paper/ Magazines/ Junk Mail
- Containers (minimum mandated materials)
 - 05 - Glass Containers, 06 - Aluminum Cans, 07 - Steel Cans (propane tanks & oil filters), 08 - Plastic Containers
- Metal
 - 11 - White Goods and Light Iron (appliances, general scrap, & steel drums)
- Auto
 - 13 - Batteries, Lead-Acid (backup & forklift)
- Other
 - 21 - Consumer Electronics (CEDs and Non-CEDs)
 - 24 - Other Materials Not Listed (furniture, beauty supplies, fluorescent lights, household batteries, Styrofoam, etc.)
 - 26 - Other Plastic (plastic film & bags, plastic tags, hangers, gift cards)
 - 29 - Textiles
 - 30 - Wood Scraps (wooden pallets)

Practice Example:

Recycling Tonnage Report

- You just received this report.
- Do you accept it and move on?
- Do you look into this further?



2024 RECYCLING TONNAGE REPORT
Vandelay Industries Sales Satellite Office
50 International Dr S,
Flanders, NJ 07836 - ITC Crossing South



ART VANDELAY
 THE IMPORTER EXPORTER

Section 1
Type or print the following information.

Name of business/institution: Vandelay Industries **Contact:** Arthur VanDelay
Address: 129 W 81st St APT 5, **Title:** CEO
 New York, NY 10024 **Phone/Fax:**
E -Mail:

Type of business/institution: Import and export company that manufactures and sells latex products.

Section 2
Important - See the reverse side of this form for information on completing it.

ID#	Material	Tons	Company providing recycling services
01	Corrugated cardboard	35	Hauling 4U Violation Experts
02	Mixed office paper		
03	Newspaper		
04	Other paper/magazines/junk mail		
05	Glass bottles & jars		
06	Aluminum cans		
07	Steel cans/oil filters		
08	Plastic containers		
09	Heavy Iron		
10	Non-ferrous/other aluminum scrap		
11	Metal appliances & light iron		
12	Anti-freeze		
13	Batteries, lead-acid		
14	Scrap autos		
15	Tires		
16	Used motor oil		
17	Brush/tree parts		
18	Grass clippings		
19	Leaves		
20	Stumps		
21	Consumer electronics		
22	Concrete/asphalt/masonry/paving materials		
23	Food waste & cooking grease		
24	Misc recyclables* (list below)		
25	Other glass		
26	Other plastic		
27	Petroleum contaminated soil		
28	Process residue		
29	Textiles		
30	Wood scraps		
	Mixed materials. List by ID # any materials that are mixed together or commingled for recycling. Use separate sheet if needed.		

Practice Example Continued...

Section 2

Important – See the reverse side of this form for information on completing it.

ID#	Material	Tons	Company providing recycling services
01	Corrugated cardboard	35	Hauling 4U Violation Experts

Only Material Reported



- New Jersey Statewide Mandatory Source Separation and Recycling Act, " N.J.S.A. 13:1E-99.11 et seq. , outlines the source separation and recycling requirements applicable to all residents, businesses, and institutions in New Jersey for designated materials.
- The Applicable District Solid Waste Management Plan shall comply with this Recycling Act by requiring "source separation" to keep recyclables apart from garbage; likewise, all municipal ordinances should mirror this requirement on a local level as per the last statewide plan update.
- Thus, the law mandates that all waste generators in the district must separate specific materials, "mandated materials for recycling," from their garbage to ensure they are recycled ("source separation").
- These materials must remain separated until they reach an appropriate recycling facility.
- Therefore, if any of the materials that are mandated to be source separated and recycled as per the "District's Plan" and/or in the local municipalities "recycling ordinance" are generated at the location specified, they must be recycled, and methods are in place for customers or employees to recycle those items.
 - Violation of this would be specified under N.J.A.C. 7:26A-10.2: *"Failure of the generator to separate, store, and set out waste in accordance with the municipal recycling ordinance."*
 - Enforceable by the NJDEP or their agent (County CEHA).
 - The municipality can also enforce a similar local municipal recycling ordinance mirroring the above.
- This means that, at minimum, this location should also be recycling and reporting on those mandated items if generated onsite.

Practice Continued...

Definitions of Materials Mandated to be Source Separated and Recycled in Morris County, New Jersey

- **Aluminum Cans** - Cans made from aluminum that was manufactured to hold a serving of a beverage. Specifically omitted from this definition are aluminum foil and aluminum pie plates.
- **Glass Bottles and Jars** - Bottles and jars made from glass including clear, brown and green glass. A bottle is defined as a receptacle having a narrow neck and a mouth that can be corked or capped. A jar is defined as a wide-mouthed container that can be capped. Caps and lids not included. Specifically omitted from this definition are drinking glasses, windows, mirrors, light bulbs, and anything made of Pyrex® or ceramic.
- **Plastic Bottles (coded 1 and 2)** - Plastic bottles coded to indicate that they are comprised of the specific types of plastic compounds (polymers) known as polyethylene terephthalate (PETE) or high density polyethylene (HDPE). See symbols to the left. A bottle is defined as a receptacle having a narrow neck and a mouth that can be corked or capped. Caps and lids not included. Any item made of plastic that is not a bottle, and any plastic bottle without one of the symbols shown to the left is specifically omitted from this definition. Empty bottles which contained hazardous materials, such as motor oil, antifreeze, etc. should not be recycled.
- **Steel (Tin) Cans** - An air-tight container for the distribution or storage of goods, composed of thin, usually ferrous, metal. Examples are soup cans and tuna fish cans.
- **Newspaper** - A publication containing news, information and advertising, usually printed on low-cost paper called newsprint. Newspaper may include glossy inserts which come with the paper, dependent upon the market conditions at the time.
- **Corrugated Cardboard** - Shipping containers made with kraft paper linerboard and corrugated medium.
- **Mixed Paper** - Various categories of recyclable paper including, but not limited to white and colored paper used in printers, photocopiers and fax machines, white and colored ledger paper, carbonless copy paper, construction paper, undeliverable mail, mailed promotional letters/advertisements/circulars, magazines, catalogues, envelopes, soft cover books.
- **Leaves** - Vegetative material, typically generated in the autumn when they fall from trees and then are raked from residents' and/or commercial lawns.
- **Grass Clippings** - Vegetative material generated when grass (lawns) is cut.
- **Brush** - Branches, woody plants and other similar vegetative material. Leaves and grass do not constitute brush.
- **Natural Wood Waste** - Logs, stumps, branches and other wood tree parts. Dimensional lumber is omitted from inclusion in this definition.
- **Oil-Contaminated Soil** - Non-hazardous soil that contains petroleum hydrocarbons (gasoline, diesel, kerosene, jet fuel, #4 & #6 heating oils and certain other refinery products including coal tar). This type of soil shall be determined to be non-hazardous in accordance with the standards set forth in N.J.A.C. 7:26.
- **Used Motor Oil** - Motor oil from motor vehicles, lawn mowers, boats, etc., which has served its intended useful purpose.
- **Lead-Acid Batteries** - Storage batteries in which the electrodes are grids of lead containing lead oxides that change in composition during charging and discharging, and the electrolyte is dilute sulfuric acid. These include starting batteries such as car batteries that deliver a short burst of high power to start the engine. In addition, they may include deep cell batteries found on boats or campers used to power accessories like trolling motors, winches or lights.
- **Hazardous Dry Cell Batteries** - Rechargeable batteries, such as nickel-cadmium, nickel-iron, nickel metal hydride, lithium ion, small sealed lead acid, etc. These are often used as substitutes for non-rechargeable batteries in standard sizes such as AAA, AA, C, D and 9V. Rechargeable batteries are commonly found in cordless tools, cellular and cordless phones, laptop computers, cameras, remote controls, toys, etc. Also included in this definition are non-rechargeable batteries that are hazardous as defined by the Resource Conservation Recovery Act ("RCRA"), regardless of the RCRA exclusion of household waste from the definition of hazardous waste pursuant to 40 C.F.R. 261.4(b). Non-rechargeable, hazardous batteries include older alkaline and carbon zinc batteries as well as silver oxide, mercury and magnesium button-type batteries, etc. It should be noted that domestically manufactured alkaline and carbon zinc non-rechargeable batteries made after circa 1994 eliminated mercury content to the point that they should not be considered RCRA hazardous and therefore are not included in this material category.
- **Metal Appliances** - Appliances composed predominantly of metal, and may include stoves, washing machines and dryers, for example, if the appliance is predominantly metal. Also included are air conditioners, refrigerators and dehumidifiers if they are predominantly metal. If these appliances on the latter list contain refrigerants that are prohibited by the Clean Air Act from being knowingly vented, the refrigerant must be recovered accordingly.
- **Whole Tires*** - Tires that are whole, not chipped into small pieces. *Tires are allowed to be recycled and/or incinerated for energy recovery.
- **Televisions, Computers, Tablets, Laptops, Monitors, Desktop Printers and Desktop Faxes** - These listed electronic items are banned from the garbage in accordance with New Jersey's Electronic Waste Management Act and must be recycled at designated programs.



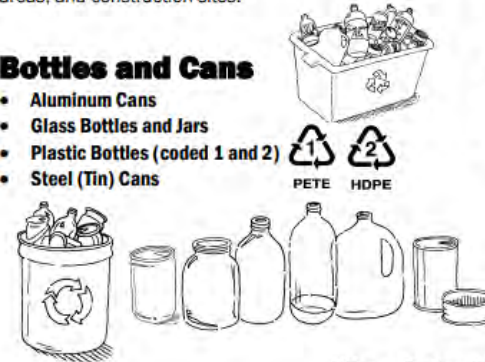
Mandated Recyclable Materials Morris County, New Jersey



The law requires all waste generators in Morris County to keep the materials that are listed below separate from garbage to be recycled ("source separation"). These materials must remain separated from garbage until they reach an appropriate recycling facility. Everyone is a waste generator and must keep the recyclable materials listed below separate from garbage whether at home, at work or at play. If a location does not have separate receptacles for these mandated recyclable materials, speak to the management and tell them recycling is the law. Waste generators include, but are not limited to, residents, (single-family homes, multifamily complexes, hotels), office buildings, businesses, schools, restaurants, shopping centers, medical facilities, government buildings, recreational areas, and construction sites.

Bottles and Cans

- Aluminum Cans
- Glass Bottles and Jars
- Plastic Bottles (coded 1 and 2)
- Steel (Tin) Cans



Paper

- Newspaper
- Corrugated Cardboard
- Mixed Paper



Mandated Organics

- Leaves
- Grass Clippings
- Brush
- Natural Wood Waste - Logs, Stumps, Branches and Other Wood Tree Parts.



Additional Mandated Recyclables

- Used Motor Oil*
- Metal Appliances
- Whole Tires**
- Hazardous Dry Cell Batteries*
- Lead-Acid Batteries*
- Oil-Contaminated Soil
- Televisions, Computers, Tablets, Laptops, Monitors, Desktop Printers, Desktop Faxes



*For information on proper disposal of these items and other household hazardous waste, contact the Morris County Municipal Utilities Authority (MCMUA). See contact information below.

**Tires are allowed to be recycled and/or incinerated for energy recovery.

For further information on recycling or other waste disposal questions, visit www.MCMUA.com or call your town's recycling coordinator.

See next page for the definition of each material.

Cast a wide net to find additional tonnage

- Check report from last year to make sure you aren't missing any vendors.
- Contact municipal department to see if they are aware of any recycling programs.
- Contact area waste haulers, vegetative waste recyclers, shredding companies, scrap metal dealers, concrete companies, MRFs, clothing recyclers, food waste recyclers, etc.
- Use Exempt Facilities Excel Database (in USB drive) to find additional markets. This sheet can be sorted by County and town.
- If you reach out to a market, remind the contact to send reports to all municipalities they receive materials from.

Why Request Recycling Documentation from Generators, Markets, and Haulers?

- Reminds businesses of their obligation to recycle!
- Satisfies your obligation to notify commercial generators of recycling requirements and opportunities.
- Use the information to cross-reference with market lists; businesses may be missed from the previous year.
- Monitor for potential non-compliance.
- Increase the tonnage you report for more grant funds.
- Improve your municipal recycling rate.



Flash Drive Materials

- MCMUA MRC webpage link
- NJDEP MTG webpage link
- NJDEP MTG reporting forms & documents
- 2024 municipal tonnage report request letter to businesses
- Sample tonnage report request letter to businesses
- Sample tonnage reporting form for businesses
- Sample excel tonnage form for businesses to report electronically
- Morris County mandated recyclable materials flyer
- Spreadsheet of end markets & contact info found from 2023 tonnage reports
- Spreadsheet listing local ordinances for all Morris County municipalities requiring tonnage reporting by commercial generators

NJDEP Division of Sustainable Waste Management

Erin Jensen, NJDEP
Environmental Specialist



**NEW JERSEY
DEPARTMENT OF
ENVIRONMENTAL
PROTECTION**



How to Fill Out MTG Report & Documents

NJDEP Website

<https://www.nj.gov/dep/dshw/resource/Tonnage/index.htm>

STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
RECYCLING INFORMATION

Recycle

DEP Home | About DEP | Index by Topic | Programs/Units | DEP Online

Recycling Information
Home
Residential
Business & Industry
Government & Schools
Electronic Waste
Contact Us / About Us

Tools
Find Information Just for You
Choose a Material for Recycling
Choose a Program

Municipal Recycling Tonnage Grant and Reporting Forms

NOTE: The Word and Excel files require Microsoft Word or other software that opens MS Word and/or Excel Documents. The PDF files require a PDF Reader. A free PDF reader is available from [Adobe](#).

Municipalities must report their tonnage electronically by downloading the MS Excel file below. Reports must be emailed to tonnage@dep.state.nj.gov as an MS Excel attached by April 30th each year. The title of the email must contain the name of the municipality whose report is being submitted. If a Certified Recycling Coordinator (CRC) from a municipality is reporting on behalf of another municipality, the contact information for the Municipal Recycling Coordinator (MRC) of the municipality whose report is being submitted must be included in the body of the email.

A municipal resolution is no longer required to be submitted to DEP as part of a Municipal Tonnage Grant (MTG) application.

READ THE LAW!! - THE RECYCLING ENHANCEMENT ACT AND REVISION TO SAME ARE AVAILABLE ON OUR WEBSITE.

NOTE: Convert your commingled into tons for the MTG report.

Document	File Format
Municipal Tonnage Grant Guide	
Instructions for completing Municipal Tonnage Grant Reporting Form in Excel	
Training for application forms (Tonnage Report, Expenditure Form and Certification Form)	
Municipal Tonnage Grant Reporting Form in Excel (includes: Single Stream, Conversion and other tabs)	
Certification Form for N.J.A.C. 7:26A-11 (Standards for municipalities)	
Expenditure Form for Past MTG Funds	
Statement of Compliance/Intent	
MTG Recyclable Material Types and Codes	
Conversion Table	
Definitions	
N.J.A.C. 7:26A-11 (Standards for Municipalities)	

Contact DEP | Privacy Notice | Legal Statement & Disclaimers | Accessibility Statement

Grant Expenditure Form

- Your municipality must complete a grant expenditure form summarizing how grant funds were spent during the calendar year 2024 (2021 report).
- If a portion of these funds are being held for a future purchase or expenditure, please indicate this on the form.
- Submission of receipts/invoices is not required.
- This information is for NJDEP planning purposes only; it is not an audit, and the amounts of funds spent for the different appropriate grant uses may be estimates.

	A	B	C
1	2021 Grant Amount:	County:	Municipality:
2			
3	Calendar Year 2024 MTG Expenditures		
4	Item	Amount Spent	Comments
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			
31			
32			
33			
34			
35			

Municipal Certification

Your municipality must complete a certification that stipulates that it will comply with the requirements identified in N.J.A.C. 7:26A-11 (standards for municipalities).

The Mayor must complete the certification on behalf of the municipality.

Certification to comply with requirements in N.J.A.C 7:26A-11 (standards for municipalities)

I _____ hereby certify that _____

Name, Title (Mayor)

Name of municipality

_____ complied with the requirements set forth in N.J.A.C. 7:26A-11 (standards for municipalities) in 2024 and intends to comply with same in 2025.

Date: _____

Signed (Mayor)

Statement of Compliance/Intent Form

- Your municipality must complete a statement that the MRC has attended at least one County-sponsored recycling meeting & visited/toured (in person or virtually*) at least one Class A recycling facility during calendar year 2024.
- *If a virtual tour of a Class A recycling facility was attended in place of an in-person tour in 2024, the virtual tour meeting date cannot also be counted towards the requirement to attend at least 1 county-held recycling meeting in 2024.

Statements of Compliance/Intent – 2024 MTG program

Compliance

I, _____, attended (in person or virtually) at least 1 County-held recycling
*Municipal Recycling Coordinator (MRC)**
meeting during calendar year 2024.

Name of County sponsoring meeting: _____ Date of meeting: _____
County name

I, _____, visited/toured (in person or virtually) at least 1 Class A Recycling
*Municipal Recycling Coordinator (MRC)**
Facility during calendar year 2024.

Name of Facility: _____ Date of tour: _____

Intent

I, _____, intend to attend (in person or virtually) at least 1 County-held
*MRC**
recycling meeting during calendar year 2025.

Printed Name

Title

Signature

Date

*These activities are intended to be completed by the Municipal Recycling Coordinator of the Municipality submitting the MTG application. For this form and these activities, being a Certified Recycling Professional is not required.

Materials Definitions...

NJDEP MTG Reporting Subpage:

<https://www.nj.gov/dep/dshw/swpl/mtg/Definitions.pdf>

DEFINITIONS

1) Key terms used in the Tonnage Grant Program and their definitions are listed below. Terms and definitions found in the Recycling Act (N.J.S.A.13:1E-99.11 et seq.) and the Administrative Code (N.J.A.C. 7:26-1.1 et seq. and N.J.A.C. 7:26A-1.1 et seq.) take precedence. The contexts of these definitions are non-hazardous categories of materials which exclude hazardous waste, liquid wastes, sludge and sludge derived products.

End Market: (identifies where the material is sent) The enterprise, which purchases, receives, collects or otherwise recycles the material reported as recycled.

Transporter: (identifies the truck that hauls the waste) the enterprise, which picks up recyclable material and brings it to a facility or end market. **Post-Consumer Material:** A product, which has gone through its useful life and served the purpose for which it was intended. It is separated from the solid waste stream before it is collected.

Beneficial Use: The use or reuse of a material, which would otherwise become solid waste as landfill cover, aggregate substitute, fuel substitute or fill material or the use or reuse in a manufacturing process to make a product or as an effective substitute for a commercial product. Beneficial use of a material shall not constitute recycling or disposal of that material.

Recyclable Material: Materials which would otherwise become nonhazardous solid waste which can be separated collected and processed and returned to the economic mainstream in the form of raw materials or products.

Note: Street sweepings, mixed broken cullet, incinerator ash and/or any material used for landfill or incineration activities will not be eligible for the recycling tonnage grant.

2) The following are the definitions of recycled materials eligible for Recycling Tonnage Grant submission. The definitions are not meant to be all-inclusive, but rather they attempt to identify the majority of materials reported in previous submittals. It is recognized that market changes may dictate altering these definitions in the future.

Paper

01 - Corrugated - Containers and similar paper items usually used to transport supplies, equipment parts or other merchandise.

02 - Mixed Office and Computer Paper - Any and all types of "office-type" paper including, but not limited to: computer paper, high grade white paper, typing paper, copier paper, onion-skin, tissue paper, notepad, envelopes, manila folders and colored paper, or any mix thereof.

03 - Newspaper - All paper marketed as newsprint or newspaper and containing at least 70% newsprint or newspaper (American Forest and Paper Association grades #6, #7 and #8 news).

04 - Other Paper/Magazines/Junk Mail - All paper, which is not defined, as corrugated, mixed office paper, computer paper or newspaper. Examples are as follows: magazine stock, telephone directories, wrapping paper, chip board, books and grocery bags. [papers coated with plastic, film or foil and paper contaminated with food should not be included]

Materials Definitions Continued...

NJDEP MTG Reporting Subpage:

<https://www.nj.gov/dep/dshw/swpl/mtg/Definitions.pdf>

Containers

- 05 - Glass Containers - All glass containers used for packaging food or beverages.
- 06 - Aluminum Cans - Food and beverage containers made entirely of aluminum.
- 07 - Steel Cans - Rigid containers made exclusively or primarily of steel or tin-plated steel and steel and aluminum cans used to store food, beverages, paint and a variety of other household and consumer products including propane tanks and motor oil filters.
- 08 - Plastic Containers - Containers such as polyethylene terephthalate (PETE - #1) soda bottles, high density poly ethylene (HDPE - #2) milk, water or detergent bottles, vinyl (V - #3), low density polyethylene (LDPE -#4) containers, or polyvinyl chloride (PVC - #5) bottles and rigid and foam polystyrene (PS - #6).

Metal

- 09 - Ferrous / Iron / Steel- All ferrous scrap is magnetic and rusts such as structural steel or cast-iron components.
- 10 - Non-Ferrous / Aluminum Scrap - All non-container aluminum, copper, zinc, brass and other metals, which generally do not rust and are not magnetic.
- 11 - White Goods and Light Iron - All appliances such as washers, dryers, refrigerators, etc. as well as products made from sheet iron, such as shelving, file cabinets, metal desks, recycled or reconditioned steel drums and other non-structural ferrous scrap.

Auto

- 12 - Anti-freeze - All automotive engine coolant consisting of a mixture of ethylene glycol and water or propylene glycol and water.
- 13 - Batteries, Lead-Acid - Batteries from automobiles, trucks, other vehicles and machinery and equipment. This DOES NOT include household batteries. (see #21).
- 14 - Scrap Autos - Crushed or shredded automobile or truck bodies excluding auto shredder residue or "fluff".
- 15 - Tires - Rubber-based scrap automotive, truck or specialty (e.g. forklift) tires. NOTE: This material must be recycled at a registered, exempted or pending "Class B" recycling facility (see Appendix B for a list of registered facilities).
- 16 - Used Motor Oil - petroleum based or synthetic oil which, through use, storage or handling, has become unsuitable for its original purpose due to the presence of impurities or loss of original properties. Used motor oil filters shall be reported as item 7, steel containers.

Yard Material / Vegetative Waste

- 17 - Brush/Tree Parts - Branches and woodchips generated from residential and institutional sources (e.g. storm damage and pruning activities).
- 18 - Grass Clippings - Grass clippings derived from the mowing of lawns or other grassy areas.
- 19 - Leaves - Leaves and other yard debris excluding grass and brush, from residential, institutional, commercial or industrial sources.
- 20 - Stumps - Unfinished wood from commercial land clearing activities. NOTE: This material must be recycled at a registered, exempted or pending "Class B" recycling facility

Materials Definitions Continued...

NJDEP MTG Reporting Subpage:

<https://www.nj.gov/dep/dshw/swpl/mtg/Definitions.pdf>

Other

21 - Consumer Electronics - A broad field of electronics that includes devices such as computers (including peripherals), TVs, Printers, Fax machines, DVD players, VCRs, radios, hi-fi stereo, home theater, handheld and software-based games as well as eBooks and Internet appliances.

22 - Concrete/Asphalt and Masonry / Paving Materials including MILLINGS - Asphalt or asphalt-based roofing shingles, concrete, brick, cinder block, ceramic materials stones, other masonry materials and paving materials. NOTE: This material must be recycled at a registered, exempted or pending "Class B" recycling facility.

23 - Food Wastes & Cooking Grease – Cooking oil, fryer grease, food plate wastes and food processing wastes. Food processing wastes include food processing waste, food processing residuals and animal processing wastes. If the material is transported and processed as animal feed, it should be identified as such. Materials generated in trimming and reject sorting operations from the processing of fruits and vegetables in canneries and similar industries, e.g. tomato skins, pepper cores, bean snips cranberry hulls, etc., should be classified as (28) process residue.

(Note: This definition is used for Tonnage Grant purposes only, and does not reflect the definition as per any to-be-proposed solid waste and recycling regulations.)

24 – Other Materials Not Listed- Includes any other non-hazardous materials which would otherwise be classified as solid waste and is not otherwise defined in this section and documented as being recycled. Examples include household batteries, paint, fluorescent lights, furniture, wallboard, padding and insulation. Construction and Demolition debris must be separated into its various materials. Any material labeled as C&D will be disallowed.

25 - Other Glass - All non-container glass such as plate glass, drinking glasses and automotive glass.

26 - Other Plastic - Low-density polyethylene (LDPE) film or bags, other film, shrink wrap, plastic closures, durable goods and plastic pallets (provided they are recycled and not simply reused). Includes plastic from Verizon, PSEG, and most supermarkets.

27 - Petroleum Contaminated Soil - Non-hazardous soils containing petroleum hydrocarbons resulting from spills, leaks or leaking underground storage tanks used for gasoline or any other commercial fuel and which are recycled in accordance with the requirements of N.J.A.C. 7:26A-1.1 et seq. NOTE: This material can be recycled at "Class B" facilities (for example, authorized asphalt manufacturers).

28 - Process Residue – Includes ash recovered from any form of incinerator power plant and any other process residue (i.e. manufacturing scrap) which is non-hazardous and meets the definition of an ID-27 industrial waste. NOTE: Sludge is not included in this or any other definition.

29 - Textiles - Cloth materials such as wool, cotton, linen, nylon or polyester derived from carpet, clothing, linens, mattresses or cloth diapers.

30 - Wood Scraps - Unfinished lumber. Included in this definition are wooden pallets. Utility Poles are not recyclable. NOTE: This material must be recycled at a registered, exempted or pending "Class B" recycling facility.

Conversation Table

Listed below are conversion factors compiled by the Solid and Hazardous Waste Management Program to assist Recycling Coordinators in the calculation of tonnages when the materials are reported to them in volumes as opposed to weights.

<u>Paper</u>	<u>UNCOMPACTED</u>	<u>COMPACTED</u>
01-Corrugated	40 lbs/cy 50 cy = 1 ton	500 lbs/cy 4 cy = 1 ton
02-Mixed Office Paper	400 lbs/cy 5 cy = 1 ton	755 lbs/cy 2.65 cy = 1 ton
03-Newspaper	500 lbs/cy 4 cy = 1 ton	865 lbs/cy 2.31 cy = 1 ton
<u>Containers</u>		
05-Glass (loose)	600 lbs/cy 3.33 cy = 1 ton	1,500 lbs/cy 1.33 cy = 1 ton
05-Glass (manually broken)	1,000 lbs/cy 2 cy = 1 ton	1,500 lbs/cy 1.33 cy = 1 ton
06-Aluminum Cans	74 lbs/cy 27.02 cy = 1 ton	250 lbs/cy 8 cy = 1 ton
07-Steel Cans	150 lbs/cy 13.33 cy = 1 ton	350 lbs/cy 5.71 cy = 1 ton
08-Plastic Cont (PETE)	30 lbs/cy 66.66 cy = 1 ton	515 lbs/cy 3.88 cy = 1 ton
08-Plastic Cont (HDPE)	25 lbs/cy 80 cy = 1 ton	270 lbs/cy 7.41 cy = 1 ton
<u>Autos</u>		
	<u>WEIGHT/UNIT</u>	<u>UNITS/TON</u>
12-Anti-freeze	7 lbs/gallon	285.71 gallons/ton
13-Batteries, Lead-Acid	33 lbs/battery	60.61 batteries/ton
15-Tires-Passenger	20 lbs/tire	100 tires/ton
15-Tires-Truck	90 lbs/tire	22.22 tires/ton
16-Used Motor Oil	7 lbs/gallon	285.71 gallons/ton

<u>Yard Material</u>	<u>WEIGHT/UNIT</u>	<u>UNITS/TON</u>
17-Brush-Chipped	500 lbs/cy	4 cy = 1 ton
17-Brush-Unchipped	250 lbs/cy	8 cy = 1 ton
18-Grass Compacted	1,111 lbs/cy	1.8 cy = 1 ton
18-Grass Uncompacted	741 lbs/cy	2.7 cy = 1 ton
19-Leaves Compacted	1,000 lbs/cy	2 cy = 1 ton
19-Leaves Vacuumed	700 lbs/cy	2.86 cy = 1 ton
19-Leaves Loose	400 lbs/cy	5 cy = 1 ton
20-Stumps	500 lbs/cy	4 cy = 1 ton
<u>Consumer Electronics</u>		
21-Central Processing Unit (CPU)	26 lbs = 1 CPU	77 units = 1 ton
21-Monitor	30 lbs = 1 Monitor	66.67 = 1 ton
21-Printer	25.33 lbs = 1 Printer	78.96 = 1 ton
21-Ink Cartridges	2.5 lbs = 1 Ink Cartridge	800 = 1 ton
<u>Other</u>		
22-Concrete	4,000 lbs/cy	1 cy = 2 tons
22-Asphalt	115 lbs/sy 1"thick 4140 lbs/cy	17.39 sy = 1 ton 1 cy = 2.07 tons
23-Food Waste	412.5 lbs per 55 gal drum	4.85 drums = 1 ton
24-Flourescent Lights	.62 lbs = 1 tube	3,200 tubes = 1 ton
29-Carpet	4.5 lbs/SqYrd	444.44 SqYrd = 1 Ton
30-Wood Scraps Pallets	285.71 lbs/cy	7 cy = 1 ton
30-Wood Scraps All Other	363.64 lbs/cy	5.5 cy = 1 ton

REMEMBER: 2,000 POUNDS EQUALS 1 TON.
WHATEVER YOU HAVE REPORTED IN POUNDS SIMPLY
DIVIDE BY 2,000 TO GET YOUR TONS.

Materials **NOT** Eligible for Grant Award

- Materials that were:
 - Landfilled;
 - Dumped;
 - Burned or otherwise used for direct energy recovery;
 - Converted to a fuel or fuel product, except as specifically permitted by the Department upon application by an Applicant;
 - Subject to a deposit or tax imposed by the county or municipality to ensure its return to a collection center;
 - Classified as a Beneficial Use Determination (BUD) (N.J.A.C. 7:26A-1.3); or;
 - Used as landfill cover.
- Tonnages collected from industrial sources, defined in N.J.A.C. 7:26-2.13(g), are **NOT** eligible to be counted towards the municipality's grant award.
 - However, these tonnages are counted towards the overall recycling rate.
- Industrial food waste, ID 23, is not an authorized material under the Municipal Tonnage Grant program pursuant to N.J.S.A. 13:1E-96 and N.J.A.C. 7:26-15. and shall **NOT** be counted towards Municipal Solid Waste (MSW) recycling.
 - Industrial food waste shall be counted towards the overall recycling rate and must be included in the tonnage report.
- Street sweepings managed as a Beneficial Use under a BUD are **NOT** eligible for the MTG Program and shall **NOT** be included in the tonnage report pursuant to N.J.A.C. 7:26A-1.3.

MTG Recyclable Material Types and Codes

MSW Recycling VS. non-MSW Classifications

MATERIAL	DEP ID	MSW / nonMSW	WASTE CLASS
Corrugated	01	MSW	A
Mixed Office Paper	02	MSW	A
Newspaper	03	MSW	A
Other Paper/Mag/JunkMail	04	MSW	A
Glass Containers	05	MSW	A
Aluminum Containers	06	MSW	A
Steel Containers	07	MSW	A
Plastic Containers	08	MSW	A
Heavy Iron	09	non-MSW	A
NonFerrous/Aluminum Scrap	10	non-MSW	A
White Goods & Light Iron	11	non-MSW	A
Anti-freeze	12	MSW	D
Batteries (Automobile)	13	non-MSW	D
Automobile Scrap	14	non-MSW	A
Tires	15	non-MSW	B
Used Motor Oil	16	MSW	D
Brush/Tree Parts	17	MSW	C
Grass Clippings	18	MSW	C
Leaves	19	MSW	C
Stumps	20	non-MSW	C
Consumer Electronics	21	MSW	D
Concrete / Asphalt / Brick / Block	22	non-MSW	B
Food Waste	23	MSW	C
Other Material Not Listed	24	non-MSW	
Batteries (Dry Cell)	24	MSW	D
Other Glass	25	MSW	B
Other Plastic	26	MSW	B
Oil Contaminated Soil	27	non-MSW	B
Process Residue	28	non-MSW	
Textiles	29	MSW	A
Wood Scraps	30	non-MSW	B

Definitions...

Municipal Solid Waste (MSW):

Non-Municipal Solid Waste (NMSW):

50% MSW RECYCLING GOAL:

60% TOTAL RECYCLING GOAL:

New Jersey Generation, Disposal and Recycling Statistics

MSW Recycling VS. non-MSW (Total Recycling Goals) and Recycling Rates

Generation, Disposal and Recycling Rates by County

2021 County Rate Table									
2021 GENERATION, DISPOSAL AND RECYCLING RATES IN NEW JERSEY (Tons)									
COUNTY	POPULATION	GENERATION		DISPOSAL			RECYCLING		
		2021 Estimate	Disposal and Recycling	MSW	Non-MSW	TOTAL	MSW %	Total Recycled w/Add-ons	Total % Recycled
Atlantic	274,534	755,609	213,670.05	122,792.62	336,462.67	117,321.55	35%	419,146.08	55%
Bergen	955,732	2,221,921	695,689.61	390,840.75	1,086,530.36	408,123.59	37%	1,135,390.59	51%
Burlington	461,860	1,012,395	341,002.37	161,472.08	502,474.45	208,182.79	38%	509,920.46	50%
Camden	523,485	955,393	364,788.05	194,064.43	558,852.48	160,343.73	31%	396,540.07	42%
Cape May	95,263	434,005	103,946.31	107,850.04	211,796.35	79,125.87	43%	222,208.96	51%
Cumberland	154,152	441,522	97,952.41	110,215.35	208,167.76	171,581.28	64%	233,354.47	53%
Essex	863,728	1,602,628	467,686.65	251,987.91	719,674.56	175,351.91	27%	882,953.49	55%
Gloucester	302,294	1,137,130	198,881.03	106,750.55	305,631.58	323,481.66	62%	831,498.37	73%
Hudson	724,854	1,041,616	421,350.86	157,190.51	578,541.37	155,658.20	27%	463,074.97	44%
Hunterdon	128,947	206,861	57,341.09	54,171.59	111,512.68	35,516.95	38%	95,348.10	46%
Mercer	387,340	923,884	273,054.93	89,386.24	362,441.17	153,736.13	36%	561,442.94	61%
Middlesex	863,162	2,811,284	566,072.33	324,269.96	890,342.29	412,819.25	42%	1,920,941.63	68%
Monmouth	643,615	2,074,285	508,282.07	350,816.78	859,098.85	363,938.15	42%	1,215,186.00	59%
Morris	509,285	1,163,741	308,292.23	170,497.63	478,789.86	228,706.74	43%	684,951.12	59%
Ocean	637,229	1,162,546	430,700.80	263,525.39	694,226.19	193,578.05	31%	468,319.85	40%
Passaic	524,118	1,262,944	495,475.12	290,222.37	785,697.49	168,612.43	25%	477,246.69	38%
Salem	64,837	136,567	39,605.85	44,033.50	83,639.35	18,998.37	32%	52,928.06	39%
Somerset	345,361	852,165	257,520.58	191,307.66	448,828.24	153,538.21	37%	403,336.48	47%
Sussex	144,221	262,597	75,472.57	33,952.52	109,425.09	60,751.90	45%	153,172.13	58%
Union	575,345	1,500,288	357,798.47	362,355.62	720,154.09	158,251.33	31%	780,134.11	52%
Warren	109,632	157,181	14,581.52	35,326.55	49,908.07	22,513.64	61%	107,272.53	68%
TOTAL	9,288,994	22,116,562	6,289,165	3,813,030	10,102,195	3,770,132	37%	12,014,367	54%

MSW recycled includes all paper and beverage containers, anti-freeze, motor oil, brush, grass, leaves, consumer electronics, food waste, dry cell batteries, other glass, other plastic and textiles when they are generated by a non-industrial generator. 10% of total metal has been included as non-industrial.

Street sweepings are no longer counted as a recyclable due to their management as a BUD. (NJAC 7:26A-1.3)

NOTES: Totals subject to rounding.
Last Updated on 01/04/24

New Jersey Generation, Disposal and Recycling Statistics

MSW Recycling VS. non-MSW (Total Recycling Goals) and Recycling Rates

Example of Calculating Rates with Atlantic County...

2021 County Rate Table									
2021 GENERATION, DISPOSAL AND RECYCLING RATES IN NEW JERSEY (Tons)									
COUNTY	POPULATION	GENERATION	DISPOSAL			RECYCLING			
			MSW	Non-MSW	TOTAL	MSW %	Total Recycled w/Add-ons	Total % Recycled	
Atlantic	274,534	755,609	213,670.05	122,792.62	336,462.67	117,321.55	35%	419,146.08	55%

Equation for Calculating the Standard Recycling Rate

$$\text{Total Recycling Rate (\%)} = \frac{\text{Total Recycled w/ Add-ons}}{\text{Total MSW Generated}^*} \times 100$$

*Total MSW Generated = Total MSW Recycled + Total MSW Disposed of

Equation for Calculating the Standard Recycling Rate

$$\text{MSW Recycling Rate (\%)} = \frac{\text{MSW Recycled}}{\text{Total DISPOSAL}^*} \times 100$$

* MSW + Non-MSW

Equation for Calculating the Standard Recycling Rate

$$\text{Total Recycling Rate (\%)} = \frac{419,146.08}{(419,146.08 + 336,462.67)} \times 100 = 55\%$$

*Total MSW Generated = Total MSW Recycled + Total MSW Disposed of

Equation for Calculating the Standard Recycling Rate

$$\text{MSW Recycling Rate (\%)} = \frac{117,321.55}{(213,670.05 + 122,792.62)} \times 100 = 35\%$$

* MSW + Non-MSW

Total % recycled = 55%
Total % Recycling Goal is 60% or above.

MSW % recycled = 35%
MSW % Recycling Goal is 50% or above.

New Jersey Generation, Disposal and Recycling Statistics

MSW Recycling VS. non-MSW (Total Recycling Goals) and Recycling Rates

Generation, Disposal and Recycling Rates by Municipality

2021 Municipal Rate Table												
2021 GENERATION, DISPOSAL AND RECYCLING RATES BY MUNICIPALITY IN NEW JERSEY (Tons)												
COUNTY	MUNICIPALITY	COMUN CODE	POPULATION 2021 Census	GENERATION		DISPOSAL			RECYCLING			
				Disposal and Recycling	MSW	Non-MSW	TOTAL	MSW	MSW %	Total Recycled w/ Add-ons	Total % Recycled	
Atlantic	Absecon	0101	8,362	6,625.01	N/A	N/A	N/A	3,560.61	N/A		6,607.38	N/A
Atlantic	Atlantic City	0102	37,999	122,855.70	57,642.69	22,129.58	79,772.27	12,584.81	18%		43,083.43	35%
Atlantic	Brigantine	0103	8,832	54,714.02	6,073.53	7,215.52	13,289.05	3,542.23	37%		41,424.97	76%
Atlantic	Buena	0104	4,356	5,614.23	1,986.90	472.75	2,459.65	2,384.52	55%		3,154.58	56%
Atlantic	Buena Vista	0105	7,295	27,546.33	3,987.31	2,410.81	6,398.12	1,663.63	29%		21,148.21	77%
Atlantic	Corbin City	0106	537	1,283.15	253.26	139.92	393.18	402.78	61%		889.97	69%
Atlantic	Egg Harbor City	0107	4,100	58,996.26	29,739.44	22,853.82	52,593.27	3,476.19	10%		6,402.99	11%
Atlantic	Egg Harbor Twp	0108	42,714	64,975.85	N/A	N/A	N/A	18,636.37	89%		60,943.55	N/A
Atlantic	Estell Manor	0109	1,728	1,985.92	806.76	392.00	1,198.77	497.11	38%		787.15	40%
Atlantic	Folsom	0110	1,697	14,417.97	1,062.54	649.82	1,712.36	1,320.07	55%		12,705.61	88%
Atlantic	Galloway	0111	36,094	71,740.31	30,380.33	9,577.94	39,958.26	19,033.09	39%		31,782.05	44%
Atlantic	Hamilton	0112	25,973	108,880.28	18,368.12	8,122.56	26,490.67	8,615.94	32%		82,389.61	76%
Atlantic	Hammonton	0113	14,139	45,573.70	14,332.48	8,031.61	22,364.09	13,920.09	49%		23,209.61	51%
Atlantic	Linwood	0114	6,742	12,352.07	3,275.46	1,948.99	5,224.45	3,885.71	51%		7,127.62	58%
Atlantic	Longport	0115	869	8,027.51	668.74	3,671.91	4,340.65	534.04	44%		3,686.86	46%
Atlantic	Margate City	0116	5,997	28,420.29	4,166.63	9,215.49	13,382.12	2,413.39	37%		15,038.17	53%
Atlantic	Mullica	0117	5,925	15,944.30	3,044.72	1,623.06	4,667.78	1,114.64	27%		11,276.52	71%
Atlantic	Northfield	0118	8,153	13,796.25	4,828.63	2,167.57	6,996.20	3,970.88	45%		6,800.05	49%
Atlantic	Pleasantville	0119	20,301	34,835.45	13,944.36	7,744.97	21,689.33	6,949.38	33%		13,146.12	38%
Atlantic	Port Republic	0120	1,121	1,914.76	307.48	1,029.77	1,337.25	462.48	60%		577.51	30%
Atlantic	Somers Point	0121	10,321	24,349.63	10,452.92	4,027.64	14,480.56	5,555.26	35%		9,869.07	41%
Atlantic	Ventnor City	0122	10,095	29,749.59	5,926.86	7,618.75	13,545.60	2,608.84	31%		16,203.99	54%
Atlantic	Weymouth	0123	2,755	1,010.16	N/A	39.22	119.10	689.50	N/A		891.06	88%
Bergen	Allendale	0201	6,765	10,906.22	2,819.65	2,090.96	4,910.61	4,017.93	59%		5,995.61	55%
Bergen	Alpine	0202	1,547	10,929.65	1,108.24	1,968.30	3,076.54	3,612.65	77%		7,853.11	72%
Bergen	Bergenfield	0203	27,373	37,980.50	14,390.69	9,125.78	23,516.47	5,867.28	29%		14,464.03	38%
Bergen	Bogota	0204	8,360	9,542.72	3,953.02	2,279.24	6,232.26	1,973.49	33%		3,310.46	35%
Bergen	Carlstadt	0205	6,178	61,248.86	16,104.06	15,938.98	32,043.04	14,280.20	47%		29,205.82	48%
Bergen	Cliffside Park	0206	25,126	19,686.42	11,190.11	4,168.99	15,360.11	1,459.24	12%		4,326.31	22%
Bergen	Closter	0207	8,565	22,743.14	6,901.05	3,170.61	10,071.65	7,939.19	54%		12,671.49	56%
Bergen	Cresskill	0208	8,699	13,896.88	7,289.28	3,051.13	10,340.41	1,101.05	13%		3,556.47	26%
Bergen	Demarest	0209	4,942	12,347.80	2,666.19	2,210.56	4,876.76	3,412.01	56%		7,471.04	61%
Bergen	Dumont	0210	17,624	17,484.35	8,366.40	2,845.03	11,211.43	4,829.08	37%		6,272.92	36%
Bergen	East Rutherford	0212	9,584	24,456.75	11,850.70	3,966.49	15,817.20	3,464.83	23%		8,639.55	35%
Bergen	Edgewater	0213	12,403	45,641.70	12,990.64	10,295.67	23,286.30	4,823.05	27%		22,355.40	49%
Bergen	Elmwood Park	0211	20,059	80,789.02	13,325.01	9,100.86	22,425.87	3,884.11	23%		58,363.15	72%
Bergen	Emerson	0214	7,596	10,262.51	3,916.18	1,902.75	5,818.93	2,861.29	42%		4,443.58	43%

Spreadsheet

- Your municipality must use the spreadsheet provided by the NJDEP.
 - Materials are preloaded
 - Dropdown menus
 - Areas for preparers name and CRP name
 - REA Tax certification is included on the spreadsheet

E2 fx MRC sign here

Report Year **:	2024	Certified By **:	CRP sign here	(Certified Recycling Coordinator CRC)							
Tax Year **:	2024	Completed By **:	MRC sign here	(Authorized individual on behalf of submitting municipality)							
Tax Amount **:	\$0.00	Please Note - The same individual may both certify and complete the report if they are a CRC and employed by the reporting municipality.									
** Before filling out data in the spreadsheet please click "Enable Macros" above. The form will not function correctly if macros are not enabled. **											
County	Municipality	Sector	Material	Material Amount (tons)	End Market Name	End Market State	End Market Street Address	End Market County	End Market Municipality	End Market Zip Code	End Market Phone Number

Tonnage Report Conversions Single Stream Paper Sort Tool Commingled Measure A Mound

Before Completing the Report:

- Compare information received from the previous year(s)
 - Make sure you are not missing any significant business or tons.
 - If there is a large increase or decrease, determine why.
 - Document changes and keep documentation with your copy of the report.
 - Changes may impact your grant amount.
 - NJDEP will ask for an explanation during the 30 Day Desk Audit.
 - Mayor or Council may ask why grant amounts or tonnage have changed.

Before Completing the Report:

- Add up all tonnages
 - By Material
 - By Source (commercial, residential or institution, industrial)
 - By weight (complete conversions)
 - <https://www.nj.gov/dep/dshw/resource/tonnage/Conversion%20Table.pdf>
 - By end market
 - The last known location where the recyclables went
- Avoid double-counting
 - Black out information reported by both businesses and market/hauler.
 - Remember to use the single and dual stream conversation tools.
 - <https://www.nj.gov/dep/dshw/resource/tonnage/index.htm>

Double Counting Example...

Material	Tons
Municipality (1401) - Boonton Town	
Large Rigid Plastic	17.71
Single Stream Recycling IBSS	961.52
Total: Boonton Town	979.23

2023 Composition Breakdown of Commingled Recyclables

Single-Stream Recyclables includes: Cardboard 20.05% Newspaper 41.92% Other Paper 0.42% Glass 20.81% Aluminum 0.89% Steel 1.89% Plastic 8.33% Residue and moisture 5.69%	Mixed Paper includes: Cardboard 30.01% Newspaper 62.75% Other Paper 0.30% Residue and moisture 6.94%	Commingled Containers include: Glass 59.17% Aluminum 2.53% Steel 5.38% Plastic 23.69% Aseptic packaging 0.44% Residue and moisture 8.77%
---	---	---

Note: Other paper for the most part was marketed under the category "03-News". This includes junk mail and magazines.

Printed 3/22/2024 10:45:33

Page 1

370 Richard Mine Road • Wharton, N.J. 07885

Phone: (973) 285-8383 • Fax: (973) 285-8397 • E-mail: info@mcmua.com • Website: www.mcmua.com

Morris County's Environmental Resource

REPORT FIRST FROM THE HAULER.

Single-Stream Recycling Composition Tool for Morris County/Republic Services

This single-stream composition breakout tool was created by the MCMUA by adapting a similar spreadsheet created by the NJDEP. This version includes sampled and specific Morris County (Republic Services formerly ReCommunity Recycling) percentages which are different than NJDEP's default single-stream composition percentages. These figures can be calculated and used by Morris County recyclers that utilized ReCommunity for single-stream recycling this year.

Enter Single-Stream Tons Below					
961.52	<-- Input total single-stream tons in yellow box to the left				
	The resulting tonnage composition break-outs are provided in the yellow boxes below.				
PAPER	Totals	01 - Corrugated	02 - Office*	03 - News	04 - Other Paper
Percent	62.39%	20.05%	0.00%	41.92%	0.42%
Tons	599.89	192.78	0.00	403.07	4.04
CONTAINERS	Totals	05 - Glass	06 - Aluminum	07 - Steel	08 - Plastic
Percent	31.92%	20.81%	0.89%	1.89%	8.33%
Tons	306.92	200.09	8.56	18.17	80.09
		Recycling allowed to be reported (without residue)	Fines & Residue disposal (not recycled - do not report)	Total Single-Stream recycling delivered (ReCommunity)	
	Percent	94.31%	5.69%	100.00%	
	Tons	906.81	54.710488	961.52	

Republic Services, formerly ReCommunity, on Morris County MUA material. The audits were done in Nov 2015, Nov 2016, June 2017 and August 2018.

* The category for "02-Office" is 0.00% because the material was sold under the category "03-News". That category includes junk mail and magazines. Therefore, it is being reported as "03-News."

Double Counting Example...

Single-Stream Recycling Composition Tool for Morris County/Republic Services

This single-stream composition breakout tool was created by the MCMUA by adapting a similar spreadsheet created by the NJDEP. This version includes sampled and specific Morris County (Republic Services formerly ReCommunity Recycling) percentages which are different than NJDEP's default single-stream composition percentages. These figures can be calculated and used by Morris County recyclers that utilized ReCommunity for single-stream recycling this year.

Enter Single-Stream Tons Below					
961.52	<-- Input total single-stream tons in yellow box to the left				
The resulting tonnage composition break-outs are provided in the yellow boxes below.					
PAPER	Totals	01 - Corrugated	02 - Office*	03 - News	04 - Other Paper
Percent	62.39%	20.05%	0.00%	41.92%	0.42%
Tons	599.89	192.78	0.00	403.07	4.04
CONTAINERS	Totals	05 - Glass	06 - Aluminum	07 - Steel	08 - Plastic
Percent	31.92%	20.81%	0.89%	1.89%	8.33%
Tons	306.92	200.09	8.56	18.17	80.09

SUBTRACT THESE NUMBERS



FROM THESE NUMBERS



Facility Address 103-105 Iron Mountain Road, Mine Hill NJ 07803

Reporting Period 2023

County of Origin	Municipality of Origin	Corrugated	Mixed Office	Aluminum	Steel	Plastic	Goods/Lite
		Units	Units	Units	Units	Units	Units
Morris	Boonton Town	173.81 Tons	268.36 Tons	285.35 Tons	11.57 Tons	23.14 Tons	81.94 Tons

REPORT THE DIFFERENCE FOR THE FACILITY IF THEY CANNOT IDENTIFY THE HAULERS.

Common Questions

- What are the most common materials NOT eligible for the tonnage grant? Clean soil, utility poles, construction & demolition debris (C&D must be listed by material).
- How long should I keep my documentation? Municipalities are required to maintain their records for five (5) years.

Municipal Resolution

- To apply for the grant, your municipality does not have to provide a resolution to the NJDEP.
- Applicants shall comply with any/all Department of Community Affairs requirements as appropriate.

Common Errors

- End market for MCMUA curbside recycling program is Republic Services
- Failure to convert materials to tons (#1 mistake). Often gallons or pounds are listed.
- Books are considered #04 other paper/mag/junk mail.
- Propane tanks and oil filters are both #07 steel containers.
- Copper & brass are #10 nonferrous/ aluminum scrap.
- Christmas trees, organic, or vegetative are all #17 brush/ tree parts.
- Millings or road excavations are #22 concrete/ asphalt/ brick/ block.
- Both covered electronic devices and non-covered electronic devices (CEDs/ Non-CEDs) can be claimed under #21.
- Household batteries are #21 or #24.

Common Errors Continued...

- If you can eat it, it's #23 food waste. Cooking oil is not miscellaneous.
- Never report CLEAN dirt. If it's not petroleum contaminated, leave it alone.
- Clothing, mattresses, and carpets are #29 textiles.

Form Demonstration

Download the Link to the Municipal Tonnage Grant Reporting Form in Excel:

<https://www.nj.gov/dep/dshw/resource/Tonnage/index.htm>

Example Reports Provided Only to MCMUA from Non-MCMUA Recycling Facilities:

https://mcmua.com/sw_recy_mrc_2023reports.asp

- Conversion from Lorco report
- Single Stream breakout tool with Republic Services report



How to Submit MTG Report & Documents

REVIEW

- April 30, 2025 - Initial Deadline.
- June 15, 2025 - Revision Deadline.

- Forms to submit for a complete 2024 MTG Application:
 - Recycling Tonnage Report in Excel format signed by the CRC/CRP
 - Grant Expenditure Form in Excel for 2021 grant funds spent in 2024
 - Municipal Certification for Standards for Municipalities in 2024.
 - Statement of Compliance/Intent Forms for CRC Meeting and tour attendance.
 - REA TAX Submittal (Included on form)
 - For Municipalities electing to have their 2024 MTG award compared to the amount of 2024 recycling tax paid (receiving the higher of the two).

- Submit via e-mail to:
tonnagegrant@dep.nj.gov

The NJDEP Municipal Recycling Tonnage Grant information and Reporting Forms can be found at: <https://www.nj.gov/dep/dshw/resource/Tonnage/index.htm>

Things to Know

- Save the form as an Excel file and name the file your municipality name & 2024 MTG.
- In the body of the email, include the contact information for the person completing the form and the CRP.
- In the body of the email, please note any significant deviation from the previous year's tonnage (i.e., a large building demolished, a road project in town, a new store opened, the town started a program to recycle additional items).
- If the NJDEP contacts a municipality via email to verify an anomaly in reported recycling and does not receive a response within 10 business days of contact*, the Department shall continue to process the MTG as it deems appropriate.

Review Program Timeline

- **December/January**

- Create or update a targeted business list
- Create or update a targeted market/hauler list
- Compose or update your letter
- Mail letters, update your website, send emails

- **February**

- Pass Resolution**
- Calculate taxes paid?
- Due date for response to letters

- **March**

- Send out a second mailing

- **April**

- Follow up with generators (phone, email, or fax)
- 30th - DUE DATE for initial applications

Review Program Timeline

- **May**
 - Continue to follow up with generators
 - Refine report and check for accuracy
- **June**
 - 15th - DUE DATE for completely replaced applications
- **August/September**
 - 30 Day Desk Audit sent to counties and municipalities.
 - Municipalities have 30 days to correct deficiencies.
- **Month?**
 - Final Reports - sent to Counties
 - Payout Schedule - sent to Counties
 - Checks sent Fall/Winter

Contact

Erin Jensen, NJDEP Environmental Specialist

Division of Sustainable Waste Management

Bureau of Planning and Licensing

Erin.jensen@dep.nj.gov

Phone: 609-940-5832

Address: 401 East State Street, P.O. Box 420, Trenton, NJ 08625

Reminders

Please take a flash drive with resources for MTG reporting.

Please take E-waste signs for your municipalities.

All 2025 MCMUA MRC meetings (4) are in person.

Please send your municipality's 2025 Recycling Notifications to the MCMUA. They can be emailed to cabirmingham@co.morris.nj.us or mailed to MCMUA, 370 Richard Mine Road, Wharton, NJ 07885.

Save the Dates

2025 Sustainability in Motion Conference, March 5-7, 2025

ANJR Annual Meeting, Burlington, NJ April 24, 2025

ANJR Swap & Share, Northern Educational Session (MCMUA is hosting), May 14, 2025 at the Morris County Library

MCMUA MRC Meeting, June 18, 2025 in Boonton Town

MCMUA Clean Communities Meeting September 17, 2025 at the NJ School of Conservation

5 County MRC Meeting (Morris, Bergen, Essex, Passaic, Hudson) September 30, 2025, location to be determined

ANJR Symposium, October 22, 2025 at the Jumping Brook Country Club

MCMUA MRC Meeting October 30, 2025 at GreenChip Recycling, Brooklyn, NY
The MCMUA will charter a bus from its Dover Armory location.

MCMUA Contacts:

Larry Gindoff, Executive Director

James Deacon, Solid Waste Coordinator

Solid Waste Planning Division:

- Anthony Marrone, District Recycling Coordinator
- Maura Toomey, Assistant District Recycling Coordinator
- Cheryl Birmingham, Clean Communities Coordinator & Recycling Specialist
- Brianna Cumberton, Recycling Program Outreach Coordinator
- Alessia Eramo, Recycling Program Education & Training Administrator
- Sophia Civitella, Environmental Education & Program Assistant

Solid Waste Operations Division:

- Mike Nunn, Assistant Operations Manager
- Steve Adams, Hazardous and Vegetative Waste Manager
- Alexandra McNulty, Environmental Educator & Assistant Recycling Specialist

Website: www.MCMUA.com/contacts.asp

Lunch

12:00 - 12:20