City of HARTFORD WI

City of Hartford Guide
Single Stream Recycling (1-4 family) & Solid Waste (Trash) (1-3 family) for Residential Properties

Recycling *and* Garbage Carts *must be placed out for collection* no later than 7:00 A.M. *on your normal collection day.* Recycling and Garbage Carts must be placed with wheels away from the street, at ground level, a minimum of 3 feet from mailboxes, other garbage or recycling carts, parked cars, trees, shrubs, or other obstructions. As a courtesy, please be aware of where you are parking so you do not block other carts.

Identify your Garbage & Recycling Pickup Day on the Collection Schedule MAP on City's Website

Thank you for your cooperation!

Darryl Kranz, Director of Public Works

109 N. Main Street

Hartford, WI 53027

(262) 673-8225

or

ADVANCED DISPOSAL @ 1-800-387-0949

Questions and Answers:

Q: **Will my pick-up day change?**
A: Pick-up days will remain the same except on six holidays when it will be one day later.
Q: ***Where do I place the carts for pick-up?***
A: Residents are asked to put their cart(s) at least three (3) feet from other obstructions (mailboxes, other carts, cars, etc.). Please, DO NOT put containers in the roadway. The new collection trucks have an arm that can collect your cart safely from a short distance.
Q: **What is single stream recycling?**
A: Single stream recycling refers to a system in which all paper fibers and containers are mixed together in a collection truck, instead of being sorted into separate commodities (newspaper, cardboard, plastic, glass, etc.). Single stream recycling reduces the need for residents to separate recyclables.
Q: **Does the lid have to be closed?**
A: ***Yes****, place your garbage or recycling into the carts in a way that allows you to properly close the lid. This will keep garbage from blowing around the neighborhood. The lid should not have anything placed on top of it and should remain clear of debris.*
Q: **What if I have more garbage than I can fit in my garbage container? Can I put trash bags next to the containers like I do now?**
A: **NO***. The city will ONLY pick up what is in the carts. Any other materials will not be picked up. Large item pick-ups must be placed on a collection list each Friday; a $15.00 green sticker must be purchased..*
*Q***: Do I have to put my garbage cart out on the scheduled dates if it is not full?**
A: ***No****. this is entirely up to your household's needs. The collection schedule allows for you to place your garbage cart out on a weekly basis for pick-up on your regularly scheduled day. If you find that your cart does not need to be put out as scheduled, then adjust your personal pick-up schedule accordingly. Example: You may wish to put garbage out every week but recycling only once a month (on your regularly scheduled day).*
Q: **How do I prepare my recyclables?**
A: Containers must be emptied and rinsed before being placed in the recycling cart. Cardboard should be flattened and may have to be cut to fit in the recycling cart. Papers and magazines must be placed in the recycling cart loose. Shredded paper must be placed in a paper bag and then put in the recycling cart. Plastic bags are not allowed in the recycling cart. Garbage is not allowed in the recycling cart.
Q: **Can I put my address on the side of my carts?**
A: The upper left flat side of the cart is left for markings or logos, so you may place your address on your carts for identification purposes.
Q: **Who will clean the new carts?**
A: The carts are cleaned by the property owner and stay with the property if the owner should move.
Q: **Who repairs the carts if they are broken?**
A: The recycling carts are repaired by city crews if broken under normal use. Call ***673-8225*** *if your wheel fell off or the cover is broken.*
Q: **Do I have to store my carts indoors?**
A: You may store them wherever is most convenient for you (in or adjacent to your home/garage)
Q: **Can I put yard waste in the carts as well?**
A: **No***. Carts containing yard waste will not be emptied. Yard waste must be brought to the compost site at the Recycling Center on Thursday evening between 5:00 and 7:00 pm or Saturday morning between 9:00 am and noon.*
Q: **If I move can I take my cart with me to a new location?** *A:* ***No****. The carts were purchased by the City for that address and must remain with the property.*

HOW TO PREPARE RECYCLABLE ITEMS FOR PICKUP:

RECYCLE THESE ITEMS IN YOUR RECYCLING CARTS

Aluminum beverage cans (crush)
Cardboard beverage packs (soda/beer)
Books (hard covers removed)
Brown paper grocery bags
Cardboard tubes
Cereal & cracker boxes
Corrugated cardboard
Egg cartons (paper type only)
Gift wrap,paper rolls & paper towel rolls
Glass (food and beverage)
clear, blue, brown & green
Hanging file folders *(remove metal hangers)*
Home office paper
Junk mail & envelopes
Magazines & catalogs
Newspaper (all sections)
Paperback books
P hone books
Plastic containers
(marked with SPI Code # 1 – 7; includes milk, water, & detergent)
Shredded paper
Tin food cans (labels & lids on)
Tissue boxes

NOTE: **ALL** *the items listed above can be Co-mingled in your RECYCLING cart.*

~ EMPTY, RINSE, & CLEAN your recyclables!

DO **NOT** *RECYCLE THESE ITEMS*

Pizza boxes/bakery boxes
Plastic bags / cellophane or plastic wrap
Aluminum foil
Aluminum cooking and food trays
Brake fluid
Contaminated paper
Dairy & juic e cartons
Diapers
Drinking glasses
Empty paint cans *(see next page for proper disposal instructions)*
Frozen food boxes
Ice cream containers
Light bulbs
Mirrors
Oil
Personal paper products
Pesticide or hazardous chemical bottles
Plant flats & pots
Pyrex dishes
Styrofoam packaging *(rigid or peanut)*
Tissue paper
Transmission fluid
Waxed coated boxes or paper
Window glass

DO NOT place above items in recycling cart!

City of Hartford Garbage and Recycling Rules

Time of Collection

Garbage and recycling must be placed out for collection **NO LATER THAN 7:00 A.M.** *on your collection day. All empty carts must be removed from the curb by 7:00 A.M. of the day following your collection.*
One truck will be picking up garbage and another truck will be picking up recycling. Your items will not be collected at the same time. To ensure you do not miss your collection, your carts must be placed out by 7:00 A.M. on your collection day.

"One Day Late"
On holidays garbage/recycling pick-up will be delayed ONE DAY from the following Holidays:

- New Years Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving
- Christmas Day

Solid Waste Collected Curbside

Animal Feces—*must be properly disposed of by wrapping in plastic bag before placing it in your garbage cart.*

Foam polystyrene packing—*such as Styrofoam and packing peanuts are packaging made primarily from foam polystyrene.*

(These materials are not recyclable)

Ashes or Burnt Materials – shall not be put in garbage cart in a hot or smoldering state. Allow at least 72 hours cooling time before placing in cart.

Paint cans *from LATEX PAINT ONLY—can be placed inside of your garbage cart after the covers have been removed and any existing paint has dried/hardened. Kitty litter or saw dust can be used to absorb the paint.*

Materials NOT Accepted for Curbside Collection

Hazardous Substances

Any hazardous substance, as determined by the Department of Natural Resources or combination of substances includes, but is not limited to:
Pesticides Irritants
Corrosives Solvents
Flammables Florescent Bulbs
Paint thinners and strippers
Stains & Varnish Oil-based paints
For more information on how to properly dispose of hazardous materials please contact Advanced Disposal Port Washington Facility at 800-556-5267 or visit

www.co.ozaukee.wi.us/hhw.

Safe Disposal of Contaminated Needles

*Used needles are a hazard and should NOT be put in recycling bags or garbage containers**. State law requires that sharps used in the home must be properly discarded. For more information on the Medical/Sharps Collection Program, you can also contact the Advanced Disposal Port Washington Facility at 800-556-5267.***

Used Motor Oil

*Used Motor oil must be recycled. Used oil may **not** be poured down the sewer grate in the street or on the ground. Empty oil bottles must be placed in the garbage, not in the recycling cart.*

Used motor oil CAN'T be mixed with anti-freeze or any other liquid.

USED MOTOR OIL & ANTIFREEZE CAN BE TAKEN TO THE RECYCLING CENTER FREE OF CHARGE

Miscellaneous Items

Recyclable Items such as:

fluorescent bulbs
ballasts
propane tanks (empty)
car/truck batteries
decorative stones (a few buckets)
tree stumps and root clumps
wood chips
pine cones
newspaper, bundled
cardboard boxes, flattened
TIRES - $5.00 Charge
TVs & MONITORS - $25.00/ea.

may be brought to the Recycling Center.

Saturdays 9:00 – Noon and Thursday Evenings 5:00 – 7:00 pm

HARTFORD RECYCLING CENTER
(Behind City Garage)
710 W. Sumner Street
– enter on N. Wacker Drive and exit on Grant Street (See Map below).

STREET DEPARTMENT INFORMATION

FRIDAY'S
Large Bulky Item Collection:

Large bulky item *pick-ups take place EVERY FRIDAY ALL YEAR LONG. This service allows residents to dispose of garbage that is too big to dispose of with their weekly garbage collection.*
Call for more Friday Pickup Information at 673-8225

CURBSIDE PICKUP of METAL items:

- *Appliances, microwaves, items that contain Freon, exercise equipment, lawnmowers, bicycles, etc) can be picked up curbside after paying $15.00 and scheduling your pickup ANYTIME.*
- *Contact **673-8225** with questions, or stop in at City Hall Finance Counter to pay your fee. If you have the room in your vehicle to transport metal items to the Recycling Center yourself you can drop them off FREE OF CHARGE during hours it is open*

E-Waste Recycling of Electronics:

TV's & Computers cannot be disposed of as garbage because they contain hazardous waste. Starting Dec. 1, 2014 Goodwill Industries discontinued accepting Tube TVs and Monitors.
BEST BUY STORES will only take TVs that are 32" or under for a $25/TV Charge.
The City will take TVs and Monitors from City of Hartford residents at the Recycling Center for a charge of $25/each or you can have curbside pickup for the same cost.
*Call **673-8225** with your questions.*

Fall Loose Leaf Collection:

In the fall, the department conducts its Fall Loose Leaf Collection. This allows residents an opportunity to have their leaves collected curbside. All leaves must be raked into the curb & gutter (Do not cover storm sewers). Do not mix branches and tree limbs with leaves or place pumpkins, garden waste or grass clippings curbside with leaves.

The crews typically begin this service in mid-October and continue through Thanksgiving (weather permitting) – once snow season begins, the crews have to move onto snow removal operations. You can bag leaves and take them to the Recycling Center anytime during the year.

Brush Collection:

The Public Works Department chips brush curbside the first full week of each month. All brush must be placed out parallel to the roadway between the curb and sidewalk, by 7:00 A.M. on your regular garbage pickup day.

DO NOT DROP BRUSH OFF AT THE RECYCLING CENTER. DO NOT PLACE BRUSH IN THE STREET. Place brush facing all in one direction without cutting the branches – the longer the better to feed into the brush into chipper. Branches are limited to a maximum of 10 inches. Dispose of larger logs privately.

BRUSH WEEKS: ***First full week of each month***

Compost Site at RECYCLING CENTER

The City operates a compost site that is located at the RECYCLING CENTER. Since grass clippings, garden materials, and leaves are not allowed to be placed in landfills, and must be recycled, residents that reside within the City limits may dispose of these items by bringing them to the compost site. The site is open ***Thursday evening between 5:00 pm and 7:00 pm and Saturday mornings between 9:00 am and noon****. You may be required to show proof of residency when dropping items off at the Recycling Center. Call the Director of Public Works if you have questions regarding compost at the Recycling Center (673-8225).*

Wood chips and mulch are available for city residents to take free of charge located at Independence Park south of East Monroe Avenue by the soccer fields.

Compose Site Rules at Recycling Center:

- *All compost (grass, leaves, and garden waste only) must be put on compost piles where designated at the Center.*
- *All bags of material must be emptied and bags must be placed in the garbage cans provided.*
- *No dumping of garbage of any kind is allowed.*
- *No rocks or metal are to be mixed in with the compost.*
- *Lumber of any kind is NOT acceptable.*

TRANSFER STATION

Residents may dispose of a truckload of garbage by hauling it to the Advanced Disposal Transfer Station located at 803 N. River Road, West Bend, Wisconsin, which is open between 7:00 am and 3:00 pm. Charges are based on weight – Call **(363) 334-5618** with questions.

TRAILER RENTAL

City residents can rent the City's Trailer (approximately 2 cubic yards) to dispose of **concrete, dirt, rocks, mulch & gravel-type material.** The cost for the rental is $20.00 per load over-night or over-the-weekend. Schedule delivery of the trailer after you have paid the $20.00 fee at the City Hall Cashier's Counter in the Finance Department on the top floor of City Hall. City crews will pick up the trailer the next day or on Monday after the weekend. Call **673-8225** with questions.

STILL HAVE QUESTIONS???

PLEASE CONTACT—

THE CITY OF HARTFORD PUBLIC WORKS DEPARTMENT:

262-673-8225 (Public Works Director)