

**Morris County Municipal Utilities Authority  
Curbside Recycling Program  
Important Information for 2024**

This information has been prepared for the municipal recycling coordinator and other personnel in your town who deal with the curbside recycling program and who may answer telephone calls from residents about this service. Please disseminate to the appropriate staff in your town.

**EDUCATIONAL RECYCLING INFORMATION**

**Unacceptable Materials – Extremely Important:**

Due to restrictions and changing recycling market requirements, the following items are **not** acceptable, some of which were previously acceptable:

<b>Plastic bags/plastic film</b>	<b>Shredded Paper (new)</b>	<b>Pizza Boxes (new)</b>
<b>Aerosol Cans (new)</b>	<b>Pressurized Cans (new)</b>	<b>Paint Cans (new)</b>

Please see full list of unacceptable items on our website.

**Plastic bags/plastic film (curbside collection):**

Recyclables in plastic bags and those setouts with plastic bags/plastic film mixed with recyclables are **NOT** acceptable. Please ask residents to use reusable containers and stop using plastic bags. Plastic bags and film get tangled in the sorting equipment at the materials recovery facility (MRF) and create problems and delays.

- **Plastic bags and plastic film are not acceptable in the MCMUA's recycling program.**
- Please **advertise this information** on your municipal website and in municipal publications.

**Plastic bags/plastic film (recycling depots):**

At recycling depots, residents need to know that the contents of all plastic bags must be emptied into the roll-off containers and the plastic bags must go in the garbage or taken to a location that accepts them for recycling, like a supermarket. Be sure to provide a garbage can for plastic bags or collect them and deliver them to a supermarkets which accept clean plastic bags/film. We suggest that a sign be posted near the roll-off containers stating "No Plastic Bags." We can provide labels that say No Plastic Bags. Representatives from Republic Services (ReCommunity) have emphasized that plastic bags continue to be a significant problem.

**Shredded paper** is no longer acceptable in our curbside recycling program and at recycling depots. Please take advantage of shredding programs held periodically in many municipalities. For other options, please find a list of shredding vendors on the MCMUA's website: <https://mcmua.com/materialdetail.asp?MaterialID=96>

**Foam**, please put all foam/Styrofoam into the trash (it's coded #6 and is not acceptable for recycling). Insulation and other protective packaging used with cardboard boxes (often found in meal kits) is not acceptable; no matter what the labeling reads. Refer residents to the acceptable/unacceptable flyers.

The MCMUA has a variety of flyers (in electronic format), and decals to educate residents about the recycling program. If you need any of these materials, please call our Randolph office at **(973) 285-8393**. This material is available at no cost.

**Flyers:**

The following informational flyers are available in electronic format:

1. Single-stream All-in-one (Acceptable Items)
2. Single-stream All-in-one (Unacceptable Items)

Some of the flyers are available in different formats: landscape vs portrait and low resolution (for

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Website posting) vs high resolution (for printing). We encourage you to post the appropriate flyers on your municipal Website and include them in your annual newsletters, to make this information readily accessible to your residents.

**Decals:**

The MCMUA has a selection of various decals available for use by residents to place on their recycling, garbage and yard waste containers. We can supply you with these decals so that you can make them available to your residents. Some decals are available in both English and Spanish. Visit: [www.mcmua.com/sw\\_recy\\_decals.asp](http://www.mcmua.com/sw_recy_decals.asp) to see the available decals.

**PLEASE ADVERTISE THIS IMPORTANT INFORMATION TO REINFORCE PROPER  
PREPARATION OF RECYCLABLE MATERIALS**

1. Recycling containers must not exceed 50 pounds; 32-gallon containers are recommended, with lids and handles.
2. Do not tie cardboard or newspapers. Put them in your recycling container loose, or stack flattened cardboard boxes into one box (no larger than 36" X 36").
3. Label your recycling containers with free decals from your town or the MCMUA.
4. Put all Styrofoam into the trash; it is coded #6 and is not acceptable for recycling.
5. Empty and rinse all bottles, containers, foil, aluminum pie plates and aluminum trays.

**Ask residents to label their containers.** Please emphasize the use of identifying labels (e.g., single-stream, trash only, yard waste), especially when lids are placed on the containers. As explained above, the MCMUA can supply labels to your municipality at no cost.

All containers/recycling bins must have handles and should weigh no more than 50 lbs. when full. It is highly recommended that all containers have lids in order to keep recyclables dry and to prevent litter. Containers should be in good condition. Broken containers may cause injuries and should not be used.

During the course of the year, the curbside crew may place "violation" stickers on residential containers that have unacceptable materials in them. The stickers are for educational purposes and to prompt residents to recycle right. MCMUA personnel will be glad to assist residents with questions.

**WE WANT TO SERVE YOUR RESIDENTS IN THE MOST EFFICIENT MANNER;  
BE SURE TO ADVERTISE THE FOLLOWING:**

Residents wanting our crews to return to collect missed material, should call before 10:00 a.m. on the morning following collection day. Please inform your residents of the 10:00 a.m. cut-off.

- Please email the addresses of missed collections to **Alex McNulty**: [amcnulty@co.morris.nj.us](mailto:amcnulty@co.morris.nj.us) or call her: **973-659-3490, by 10:00 a.m. of the day following collection**. A crew will return to your municipality, if necessary, to take corrective action. Late setouts are not missed collections.
- When a resident calls, please take his/her telephone number (and/or email address) for the reasons listed below:
  - MCMUA staff may need to call to confirm that the resident's material is still at the curb. As often happens, we return to the address to find no material. Either the resident took the material inside or our crews got the material the prior day on the route, because the resident had called before the truck arrived at the house.
  - We may need to call back/email the resident for more information about the material missed.
- Direct other complaints or problems to the curbside supervisors at the Morris County Curbside

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Recycling Offices located in Dover at (973) 659-3490. The supervisors have requested that these calls go directly to them and not go through the MCMUA administrative offices. By calling the MCMUA administrative offices, an unnecessary layer of communication is added to the process.

**MCMUA Curbside Department**

Michael Nunn  
Javier Carvajal  
Michael Simmons  
Alex McNulty (program asst.)

**Email Addresses:**

[mnnun@co.morris.nj.us](mailto:mnnun@co.morris.nj.us)  
[jcarvajal@co.morris.nj.us](mailto:jcarvajal@co.morris.nj.us)  
[msimmons@co.morris.nj.us](mailto:msimmons@co.morris.nj.us)  
[amcnulty@co.morris.nj.us](mailto:amcnulty@co.morris.nj.us)

**BE SURE TO REMEMBER!**

- **Please notify us when there is a new house, or new development that becomes occupied.** If new homes are built and become occupied, we may not be aware of them. Please let us know so we make sure our crews go there and so we can add any new streets to our route maps.
- **Notify us when roads are under construction or closed.** In order to better serve your residents, we request your assistance in notifying our curbside supervisors in advance when road construction is scheduled on curbside collection days. With advance notice, the supervisors may be able to make the appropriate accommodations to have recyclables collected on the streets that are under construction.

**IMPORTANT REMINDERS THAT SAVE RESOURCES**

**Recyclables must be placed at the curb the night before collection or by 6AM the day of collection.** The MCMUA attempts to minimize the number of residents who call saying their recyclables were missed. We feel that the reason for some of the calls is that the material was placed out late. If a resident calls stating that his/her recyclables were missed, please ask when the material was placed out for collection and stress the importance of the correct set-out time. If you haven't publicized the set-out time in the past, please do so now.

**HELPFUL INFORMATION**

**Website Information** – Please include our Website address in your newsletters and municipal notifications [www.MCMUA.com](http://www.MCMUA.com). We will post any collection cancellations due to inclement weather conditions on our Website. Residents will be able to access current information on days that are questionable. Here is a sample sentence to include in your newsletter:

In the event of inclement weather, for up-to-the minute information, please visit [www.MCMUA.com](http://www.MCMUA.com) to determine if curbside collection has been canceled. If you do not have internet access, call the town office. Please be aware that collection may begin on a particular day, but, due to safety concerns, crews may not be able to complete collections because weather conditions may change.

**Recycle Coach** - If your municipality has not signed up with Recycle Coach, please consider doing so. Please reach out to **Kim Stuart**, Customer Manager: 732-991-6489, or [kstuart@recyclecoach.com](mailto:kstuart@recyclecoach.com). Kim will be happy to answer questions and update information specific to your municipality.

**Thank you for your assistance and support with recycling right!**