

# COMMERCIAL RECYCLING REQUIREMENTS

By law West Mifflin Borough residents and businesses are required to establish, implement and participate in a recycling program. Each year Allegheny County and the State of Pennsylvania require the Borough to report recycling activity in the Borough.

This memo is being sent out to businesses in West Mifflin to help you better understand the requirements that businesses must adhere to when it comes to recycling and to offer assistance to any business that would like to start a recycling program or to enhance its existing program.

Recycling is a program that benefits everyone. Besides being the law it's good for the environment and makes good business sense.

## IT'S THE LAW

- Pennsylvania Act 101 (the Municipal Waste Planning Recycling and Waste Reduction Act) requires commercial, municipal and institutional establishments in mandated communities to recycle a variety of materials.
- Chapter 20, Part 2 of the Code of Ordinances of the Borough of West Mifflin entitled Recycling sets forth the rules and regulations for recycling in the Borough of West Mifflin for commercial establishments.
- Commercial and institutional establishments in the Borough are required to set up recycling programs with their waste haulers or others to collect the following; corrugated cardboard, high grade office paper, aluminum and bi-metal cans, plastics, glass of all colors and leaf waste. Businesses are encouraged to recycle any items even if not mentioned here.

## FINANCIAL INCENTIVES

- The potential exist to reduce your waste disposal cost by sending less to the landfill. Reducing the amount of materials in your trash dumpster may reduce the frequency of hauler service, thereby cutting cost.
- Recycling may also result in the need for smaller sized or fewer trash dumpsters, leading to additional cost savings.
- If you are like to Borough you are able to sell what you recycle, again cutting the overall cost of your trash and recycling programs.
- Recycling creates a positive public image with customers and your local community by showing that you care about the environment.

## RECYCLING TIPS FOR BUSINESSES

- Small businesses may want to join together and cooperatively negotiate a contract for trash and recycling services. Eliminate junk mail – remove your company's name from direct mailing lists.
- Re-use packing materials or donate them.
- Familiarize current and new employees with company policies and recycling procedures.
- Institute a simple employee recognition or reward program to affirm participation in recycling and waste reduction programs.

## ANNUAL REPORTING REQUIREMENTS

The Borough tries to make it as simple as possible for businesses to report their yearly recycling numbers to the Borough as is required.

All that is required is to have the company that collects your recycled materials provide on their letterhead the following information:

1. The name of your business.
2. The year for which they are reporting.
3. What recycled materials are collected.
4. How many tons of each material are collected.

The report can be faxed, mailed or e-mailed to the Borough directly by your hauler with your approval or you can send a copy of the report that your hauler provides to you to the Borough.

Borough address: 3000 Lebanon Church Road  
West Mifflin, Pa. 15122

Fax Number: 412-466-8173

E-mail: [Hbednar@westmifflinborough.com](mailto:Hbednar@westmifflinborough.com)

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## ASSISTANCE WITH YOUR RECYCLING PROGRAM

There are a variety of resources available to a business that would like to start a recycling program or improve an existing program.

Please feel free to contact the Borough at 412-466-8170 and ask for Borough Manager Howard J. Bednar if you have questions about the annual reporting requirements or would like information about starting or improving your recycling program. The Borough will assist you in any way that it can.