

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



MUNICIPAL UTILITIES AUTHORITY

Information Packet for New Commercial Customers of the MCMUA Transfer Stations

Effective January 1, 2012

Administrative Office Information

Telephone: 973-829-8585

Fax: 973-285-8397

Office Hours: 8:00 a.m. - 4:30 p.m., Monday-Friday

Office Location:

Morris County Municipal
Utilities Authority
The Cultural Center (3rd Floor)
300 Mendham Road (Route 24)
Morris Township, NJ 07960

Mailing Address:

Morris County Municipal
Utilities Authority
PO Box 370
Mendham, NJ 07945-0370

Fedex/Airborne Address:

Morris County Municipal
Utilities Authority
300 Mendham Road
Morris Township, NJ 07960



Transfer Station Information

Mt. Olive Transfer Station

168 Gold Mine Road, Flanders, NJ 07836

Telephone: (973) 347-8106

Fax: (973) 347-3784

Hours of Operation:

7:30a.m. – 3:00p.m. Monday – Friday

7:30a.m. – 11:00a.m. Saturday

Parsippany-Troy Hills Transfer Station

1100 New Edwards Road, Parsippany, NJ 07054

Telephone: (973) 808-9651

Fax: (973) 808-9649

Hours of Operation:

7:00a.m. – 3:00p.m. Monday – Friday

7:30a.m. – 11:00a.m. Saturday



In order to open an account with the MCMUA, you MUST have the following information prepared:

- Completed customer application
- Certificate of Insurance (NOT required for homeowners)
- Check made out to the MCMUA for the minimum balance that applies to you or your business plus anticipated tipping fees:

Business – MCMUA will determine proper minimum balance based on anticipated daily tonnage no less than \$150.00.

Business - (Packer/Roff-off) – Minimum Balance - \$2,000.00

***This amount is your minimum balance. You MUST put extra money in your account to cover anticipated tipping fees. Minimum balances may be adjusted after 3 months of activity.**



Insurance Requirements (must be submitted with application)

Commercial customers entering the premises of the MCMUA Transfer Stations shall obtain and maintain in full force and effect the following insurance coverage:

Automobile Liability and General Liability Insurance - All vehicles, except private automobiles, accessing the MCMUA transfer stations are required to carry insurance covering the MCMUA and the County of Morris for all claims arising from Owned, Hired and Non-Owned vehicles.

- For vehicles over 26,000 lbs., the general liability limit must not be less than one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) general aggregate. The automobile liability limit must not be less than a combined single limit per accident of one million dollars (\$1,000,000).
- For contractors operating vehicles under 26,000 lbs., the general liability limit must not be less than three hundred thousand dollars (\$300,000) per occurrence. The automobile liability limit must not be less than a combined single limit per accident of three hundred thousand dollars (\$300,000).

Workers Compensation And Employers Liability Insurance - In accordance with the mandated statutory requirements of the State of New Jersey, employers' liability insurance shall have the following limits (note: self-employed contractors need not carry this coverage):

<u>For Contractors with Vehicles:</u>	<u>Over 26,000 lbs.</u>	<u>Under 26,000 lbs.</u>
• Each Accident	\$1,000,000	\$500,000
• Disease - Each Employee	\$1,000,000	\$500,000
• Disease – Policy Limit	\$1,000,000	\$500,000

Note: Exceptions, or exemptions to any of the above coverage's must be pre-approved by the MCMUA, by submission of a detailed explanation in writing. Certificates verifying the above insurance coverage must be submitted in order to use either Transfer Stations. Insurance Certificates shall either be mailed or faxed (973-285-8397) to the MCMUA.

Additional Insured Endorsement Requirements

- The “County of Morris” or the “MCMUA” must be named as “additional insured” on the certificate of insurance.
- The “County of Morris” or the “MCMUA” must be listed as the certificate holder with the address P.O. Box 370, Mendham, NJ 07945-0370.
- The MCMUA must also receive the Additional Insured Endorsement with the “County of Morris” or the “MCMUA” in the left box and the statement “Contractor drop-off of solid waste at transfer station.” In the right box. See the example of additional insured endorsement below.

POLICY NUMBER:

**COMMERCIAL GENERAL LIABILITY
CG 20 10 07 04**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART
SCHEDULE**

Name of Additional Insured Person (s) Or Organization (s):	Locations of Covered Operations
“County of Morris” or the “MCMUA”	“Contractor drop-off of solid waste at transfer station.”
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II — Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for “bodily injury”, “property damage” or “personal and advertising injury” caused, in whole or in part, by:

1. Your acts or omissions; or
 2. The acts or omissions of those acting on your behalf;
- in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to “bodily injury” or “property damage” occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of “your work” out of which the injury or damage arises has been put to its intended use by any person or organization other than another Contractor or Subcontractor engaged in performing operations for a principal as a part of the same project.

Vehicle Requirements

Vehicles requiring NJDEP Registration: - Any vehicle transporting solid waste other than their own and in any vehicle registered with the NJDMV as having a gross weight of more than 9,000 lbs., must be registered with the NJDEP and must have a current decal displayed on the vehicle.

* "A-901" Licensed Transporters (Solid Color Decals)

1. All vehicles, including trailers used to transport solid waste in New Jersey.
2. All cabs (tractors) or other vehicles used to pull trailers holding solid waste.
3. All containers used to hold solid waste (diagonally lined decals).
**"A-901" licensed refers to those transporters approved by the NJDEP to operate a solid/hazardous waste hauling/transportation business in NJ. They are also required to have a Certificate of Public Necessity and Convenience.

** "A-901" Exempted Transporters (Cross-Hatched Decals)

1. All vehicles that are used to transport solid waste, bearing commercial NJDMV license plates and which have been exempted from having to be fully licensed ("A-901" licensed).
2. All vehicles used to transport solid waste which are registered with the NJDMV with a gross weight in excess of 9,000 lbs. (commercial or non-commercial).
** "A-901" exempted refers to those transporters who are exempted by the regulations from having to submit a disclosure and obtain a solid/hazardous waste transporter license as well as a "certificate". Among those in this category would be government (federal, state, county and municipal) agencies and "self-generating waste disposers."

Vehicles not requiring NJDEP Registration

1. Persons transporting ONLY their own household waste in passenger automobiles bearing general NJDMV registration plates and
2. Persons transporting only their own solid waste in vehicles registered with DMV as having a gross vehicle weight of 9,000 lbs or less.

Information for A-901 Exempt Haulers on How to Register with NJDEP - The fastest way to obtain an A-901 exempt NJDEP registration and decals is to make an appointment with the NJDEP Division of Solid and Hazardous Waste, Bureau of Registration in Trenton. The telephone numbers to call are (609) 292-7081 or (609)984-2014. Either leave a message for someone to call you back or speak to a representative and make an appointment, which can usually occur within a day or two of your call. Then go to Trenton for the appointment, fill out the application and affidavit of exemption from A-901, pay the fee (\$100 for a solid waste single vehicle), and leave that day with your decal(s). Bring your DMV vehicle registration and insurance. Remember to also mark your vehicle with the DEP number and capacity in addition to your decal before you haul waste.

In addition, you can visit a local Health Department that will process the application for you and send it to NJDEP. This process could take 2-3 weeks to get your decals to you. The locations are:

- **Passaic County Health Department**
311 Pennsylvania Ave, Room 201, Patterson, NJ
(973) 881-4396
- **Bergen County Health Department** (Tuesday and Thursdays only 8-10am)
327 E. Ridgewood Ave. (1st floor Environmental Division)
(201) 634-2780 (menu #7)
- **Essex County Health Department** (Will accept all haulers, M-F 7am-3pm)
125 Fairview Ave., Cedar Grove, NJ
(973) 228-8152

*To haul waste commercially (waste generated by someone other than yourself), you must call NJDEP to have an application sent to you or you can go to NJDEP in Trenton, fill out an A-901 license application and then wait for a background check to be completed by the State Police before you can legally haul.

Transfer Station Usage by Town

Mt.Olive Transfer Station

*Chester Boro	*Mendham Boro	*Mine Hill	*Rockaway Twp
*Chester Twp	*Mendham Twp	*Netcong	*Roxbury Twp
*Dover Town	*Mt. Arlington	*Randolph	*Victory Garden
*Jefferson Twp	*Mt. Olive	*Rockaway Boro	*Washington
	*Wharton Boro		

Parsippany-Troy Hills Transfer Station

*Boonton Town	*Hanover Twp	*Morris Twp
*Boonton Twp	*Harding Twp	*Morristown
*Butler Boro	*Kinnelon Boro	*Mountain Lakes
*Chatham Boro	*Lincoln Park	*Parsippany
*Chatham TWP	*Long Hill	*Pequannock
*Denville	*Madison	*Riverdale
*East Hanover	*Montville	
*Florham Park	*Morris Plains	

Please fill in the correct waste origin (town) on the Origin and Destination (O&D)

Form. The MCMUA is requesting that when you complete your O&D form that you take care in completing the section regarding the waste origin, which is the town where the garbage was generated. Many towns share similar names such as Boonton and Boonton Township; Chatham Borough and Chatham Township; Morristown, Morris Township and Morris Plains and; Rockaway Borough and Rockaway Township and the MCMUA requests that you accurately designate your load as being from the correct municipality. In addition, if your load is from multiple origins you should specify all the towns in the load by an estimated percentage as provided on the O&D form. Finally, please realize that many towns share zip codes so you cannot use the zip code of the generator to determine the waste origin. You must consider and know where the actual town boundaries are. As an example, many Rockaway Township, Wharton and Denville addresses use the 07801 Dover zip code.

Transfer Station Price List

Effective 1/1/12

Type	Waste Description	Rate/Ton
10A	Municipal Solid Waste	\$ 95.92
10C	Non-Infectious/Non-Regulated Medical Waste	\$127.47
13A	Bulky Waste	\$ 95.92
13C	Construction & Demolition	\$ 95.92
23A	Vegetative Waste	\$ 95.92
25A	Food & Animal Processing	\$ 95.92
27A*	Dry Industrial (Non-Hazardous)	\$127.47

***Please Note:**

*All 27A waste must first be approved by the Morris County MUA prior to delivery
 Prices include the \$3.00/ton recycling tax instituted by the State as of 4-1-2008.



2012 Transfer Station, Curbside Recycling & Office Holiday Schedule

Holiday	Transfer Stations	MCMUA Offices	Curbside Recycling
Sunday, January 1, 2012 – New Year’s Day	Closed	Closed	Closed
Monday, January 2, 2012 –New Year’s Day (Observed)	Closed	Closed	Closed
Monday, January 16, 2012 – Martin Luther King Day	Open	Closed	Open
Monday, February 13, 2012 – Lincoln’s Birthday	Open	Closed	Open
Monday, February 20, 2012 – Presidents’ Day	Open	Closed	Open
Friday, April 6, 2012 – Good Friday.....	Open	Closed	Closed
Monday, May 28, 2012 – Memorial Day	Closed	Closed	Closed
Wednesday, July, 4, 2012 – Independence Day	Closed	Closed	Closed
Monday, September 3, 2012 – Labor Day	Closed	Closed	Closed
Monday, October 8, 2012 – Columbus Day	Open	Closed	Open
Tuesday, November 6, 2012 – Election Day	Open	Closed	Open
Monday, November 12, 2012 – Veterans Day	Open	Closed	Open
Thursday, November 22, 2012 – Thanksgiving Day	Closed	Closed	Closed
Friday, November 23, 2012 – Day After Thanksgiving.....	Open	Closed	Closed
Monday, December 24, 2012 – Christmas Eve.....	Open	Open	Open
Tuesday, December 25, 2012 – Christmas Day	Closed	Closed	Closed
Monday, December 31, 2012 – New Year’s Eve	Open	Open	Open
Tuesday, January 1, 2013 – New Year’s Day	Closed	Closed	Closed

Bold font indicates the transfer stations, curbside recycling program and offices will all be closed.

Customer Application

Account Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Contact Name: _____

Title: _____

Email Address: _____

VEHICLE INFORMATION

DEP Number: _____ Vehicle Capacity: _____

Roll-Off Container ID Numbers: _____

Please check below if your vehicle(s) are under or over 26,000 lbs. See page 2 (Insurance Requirements) of the application for details:

Under 26,000 lbs, _____ Over 26,000 lbs. _____

Fill out top portion of this Customer Application and return it with a check that covers your required minimum balance **PLUS** anticipated tipping fees.

Please mail checks (payable to the MCMUA) and completed application to:

Morris County MUA

PO Box 370, Mendham, NJ 07945-0370

If you have any questions, please call our office at (973)-829-8585 or (973) 829-8584

-----**CUT HERE**-----

MCMUA Transfer Stations - For Your Information

- Hard Hats and reflective vests are required when at the transfer station.
- If the account balance falls below the designated account minimum balance, you will be denied access to the transfer stations.
- If hauling garbage other than your own, you must be registered with the NJDEP and have an NJDEP sticker/decal on your vehicle.
- Homeowners and businesses without an account are allowed at the transfer station only three (3) times throughout the calendar year.
- Transfer stations cannot accept hazardous wastes such as pesticides, herbicides, oil-based paints, stains and varnishes, automotive fluids, batteries, tar, propane cylinders, etc. For your convenience, the MCMUA does operate a comprehensive household hazardous waste program. For more information call (973) 829-8006.
- All open top trailers and pick-ups are required to be tarped and not be removed until approaching the tipping area.
- Mandated recyclable materials must be source separated by the generator at their site and notices of violation may be issued against you if you tip mandated recyclable materials at the transfer stations. See the Mandated Recyclable Materials list for more information.

Mandated Recyclable Materials

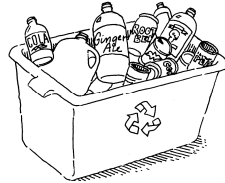
Morris County, New Jersey



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.

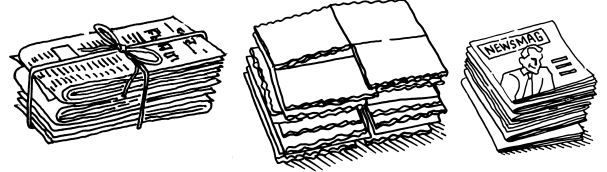
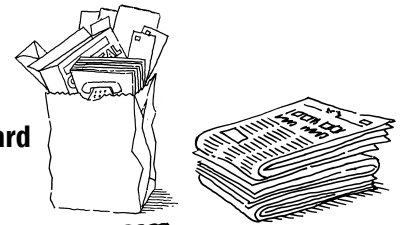
Bottles and Cans

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



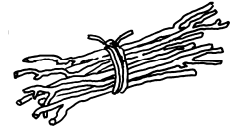
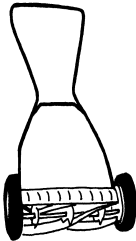
Paper

- Newspaper
- Corrugated Cardboard
- Mixed Paper



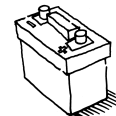
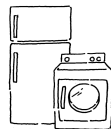
Mandated Organics

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



Additional Mandated Recyclables

- Used Motor Oil*
- Whole Tires**
- Metal Appliances
- Hazardous Dry Cell Batteries*
- Lead-Acid Batteries*
- Oil-Contaminated Soil
- Television, Computers, Laptops, Monitors



*For information on proper disposal of these items and other household hazardous waste, contact the MCMUA

**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 or the MCMUA at (973) 285-8394.

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.

The image shows two recycling symbols. The first is a triangle with the number '1' inside, labeled 'PETE' below it. The second is a triangle with the number '2' inside, labeled 'HDPE' below it.
- **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, Laptops and Monitors** - As of 2011, 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.