



MATANUSKA-SUSITNA BOROUGH

Public Works Department

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Borough Recycling Volunteers,

The following guidelines are set forth for working at the Central Landfill and at the Matanuska Susitna Borough transfer sites. Below is a list of expectations for both the volunteer groups and for the Mat-Su Borough and Community Councils. Signing this agreement must be accompanied by signatures on the Matanuska Susitna Borough and Community Council Landfill Recycling Program Participant Release of Liability and Defense and Indemnity Agreement.

EXPECTATIONS OF THE MAT-SU BOROUGH

- A central location for a collection container and other containers to augment collection.
- Provide the community an opportunity to dispose of the recyclable materials the Community has designated for collection free of charge.
- Haul all recyclables at the Boroughs discretion to the VCRS facility adjacent to the Central Landfill.
- Inform community council weight of waste improperly deposited in recycling containers monthly.

EXPECTATIONS OF THE RELEVANT COMMUNITY COUNCIL

- Suggested full-time oversight of recycling containers through a volunteer program.
- Assigning Volunteer duties and responsibilities, allowably through third party recyclers.
- Confirm that the community agrees to the list of recyclable materials for acceptance.

EXPECTATIONS OF THE BOROUGH TRANSFER STATION OPERATOR

- Locating recycling containers will be site and seasonal dependent and decided by the Borough Transfer Site Manager.
- Ensuring all Recycling customers first check in at the transfer site gate house.
- Tracking incoming recycling materials procedures.
- Log number of recycling customers daily.
- Enter that number on daily close out cash register print out.
- Reports on tidiness of recycling container area.
- Collaborates with recycling volunteers to drive program success.

Attachment 2 to Recycling Memorandum of Agreement

EXPECTATIONS OF THE VOLUNTEER GROUP

- Responsible party will provide and maintain the receptacle for collection of recyclables.
- Responsible party will provide a contact name and number for person responsible for pick up of containers other than borough hauled containers.
- Monitor the level of fullness of the container and request pick up to the Site Operator when it is determined the container and each separate bin is at least 80% full in total.
- Maintain the cleanliness around the container, and dispose of any trash, metal cans or other debris that may be deposited with the container.
- Not under any circumstances enter the container.
- Monitor customer deposits to the container during normal operating hours of the transfer site/landfill.
- If waste is found – redirect the Customer to the gate to pay.
- Collaborate and take direction from Transfer Site Operator.

Should the responsible party fail to follow the above guidelines the Borough will provide this information to the Community Council under whose auspices the volunteer is working. Should the Borough need to address these issues with the volunteers a second time the Borough may, at its discretion, choose to refuse entry to the Transfer Site for that particular volunteer.

I agree to the above conditions: Dated _____

Location _____ Recycling Volunteer group: _____

Responsible Party Name _____ Responsible Party Signature _____

Phone Number _____

Authorized Borough Signature _____