



## CONEWAGO TOWNSHIP

BOARD OF SUPERVISORS

541 Oxford Avenue, Hanover, PA 17331

Tele: (717)637-0411 ♦ Fax: (717)637-6826 ♦ [www.conewagotwpadamsco.us](http://www.conewagotwpadamsco.us)

*Year: 2010 for submission of recycling reports by January 15, 2011.*

Dear commercial, municipal or institutional establishment:

Pennsylvania's "Municipal Waste Planning, Recycling and Waste Reduction Act" (Act 101) of 1988 requires Conewago Township to provide recycling data because the population exceeds 5,000.

As implemented by Township Ordinance 2008-Aa, all commercial, institutional and municipal establishments within Conewago Township are required, in accordance with Act 101, to recycle.

These establishments are responsible for arranging for the collection and recycling of designated Act 101 materials. Conewago Township is required to submit annual recycling reports, including data from commercial, institutional and municipal establishments to Adams County on or before February 15<sup>th</sup>. Adams County, as required by Act 101, submits an Annual Recycling Report each year for PA DEP record.

To satisfy PA DEP reporting requirements for commercial establishments, Conewago Township will need to begin reporting commercial sector recycling data to the Adams County Recycling Coordinator on or before February 15<sup>th</sup>. **Therefore, it is imperative for you to provide your recycling information on or before January 15<sup>th</sup>.** Your business should have provided recycling report data from the year of 2009 to Conewago Township on or before January 15, 2010. We are now into the 2010 Reporting Year for recycling quantities; the 2010 recycling reports are due to Conewago Township by January 15, 2011.

Be advised it is your task to contract with a recycling service provider and report annually the types and amounts of materials recycled and the name of your contracted recycling service provider to Conewago Township. You may copy the enclosed uncompleted-report to use each year, or you may download a copy from the township website at [www.conewagotwpadamsco.us](http://www.conewagotwpadamsco.us). Updates to this form will be available on the website. A copy of Act 101 will also be available on the website. It is your responsibility to ensure the report is completed each January and provided to Conewago Township by January 15<sup>th</sup> of each year.

Penalties and fines of up to \$600 (per Conewago Township Code "Solid Waste" Chapter 125), including reasonable attorney's fees, per violation, may be incurred by those businesses/establishments generating recyclable materials that do not complete and return the report to Conewago Township by January 15<sup>th</sup> of each year.

**Please, as business managers and owners, make every attempt and effort to supply your 2010 recycling figures to Conewago Township before January 15, 2011 for compliance.**

Do not hesitate to contact Conewago Township if you need further assistance.

For Conewago Township,

*M. L. K. Hagarman*

Marcy L. K. Hagarman  
Township Manager

