

CITY OF HELENA



RECYCLING GUIDE



City of Helena

Independent Record

helena  .com



Providing Recycling Today — For A Better Tomorrow



RECYCLING GUIDE

Table of Contents

Appliances.....	10
Automotive Waste.....	11
Blue Bag Recycling.....	4 - 5
Composting.....	10
Glass Pulverizer.....	7
Hazard Waste - Commercial.....	11
Hazard Waste - Household / Residential.....	8 - 9
Household Recycling.....	3
Residential Permits.....	11
Special Events.....	12

City of Helena Transfer Station

Hours: 8:00 am – 4:45 pm everyday.
Closed on major holidays.

Location: 1975 Benton Ave.
(just North of Carroll College)

Phone: 447-8084

RECYCLING DROP OFF SITES

- Safeway
- L&C County Fairgrounds
- Independent Record (2222 Washington St.)
- City of Helena Transfer Station.
- New Locations Coming Soon



Safeway Drop Off Site

Safeway, L&C County Fairgrounds and the Independent Record sites accept steel cans, aluminum cans, newspapers, magazines and corrugated cardboard.

The Transfer Station accepts all of the above as well as used motor oil, antifreeze (5 gallons or less per day) telephone books, car batteries and container glass. Tires are accepted for a fee of \$2.00 per tire off the rim and \$5.00 per tire on the rim (17" or smaller).

In order to recycle at the Transfer Station, a valid residential permit must be shown or you may pay the current disposal fee.*

Reduce, Reuse and then Recycle

Each of us is responsible for the waste we generate and what happens to it. The City of Helena and Scratchgravel Landfill District have committed to recycling that makes sense for our community. Please help us keep costs low by following program directions carefully. Not following program instructions can cause an entire container of otherwise marketable recyclables to be rejected and have to be disposed of at the landfill.

We appreciate your support and cooperation.

If you have any questions about other recycling options available to Helena area residents, call the Recycling Line at 447-8084.

*Clean loads of recyclables will not be charged against residential permit weight allotments. Please inform scale attendant when weighing in.

HOUSEHOLD RECYCLING



NEWSPRINT AND MAGAZINES. NO JUNK MAIL IS ACCEPTED.



Newsprint - Please bundle all newsprint. Inserts and advertisements do not need to be removed. Please dispose of plastic bags in a garbage disposal bin.

Magazines - Nothing thicker than a Reader's Digest (about 1/2" thick). Please dispose of any books or junk mail in a garbage disposal bin.

Corrugated Cardboard - Remove packing and break boxes down flat.

Aluminum - Beverage cans, TV dinner trays, foil and good containers. Please clean and dry all containers prior to recycling.

Steel Cans - Tin and steel food cans. Labels are okay. Please rinse well.

Mixed Container Glass - Please empty and remove lids from glass containers. Please dispose of plastic bags, six pack holders etc. in appropriate garbage bins.

Plastics - The City of Helena supports plastic recycling through participation in every other month events sponsored by the non-profit organization S. A. V. E.

Ink Jet Cartridges - The City of Helena is working in conjunction with Cartridge World on Ink jet Cartridge recycling efforts. Cartridge world has provided a small container and the City's providing a drop off location in the recycling area at the Transfer station.

E-Waste Recycling - Coming Soon! For more information please call 447-8084

Textile Recycling - The City of Helena is working in conjunction with Helena Industries on Textile Recycling efforts. Helena Industries has provided a small shed for storage and the City is providing a drop off location in the recycling area at the Transfer Station. For more information please contact Gail Jester at 442-2033

For more information on S.A.V.E plastics recycling please call 449-6008 or go to www.savemobile.org.

Helena Recycling is a private company that also provides plastics recycling through their curbside collection program. For more information call 457-2437.



BLUE BAG RECYCLING

BLUE BAG RECYCLING CALENDAR 2012 COLLECTION WEEKS

- January 2-6
- February 6-10
- March 5-9
- April 2-6
- May 7-11
- June 4-8
- July 2-6
- August 6-10

ALUMINUM CANS, STEEL CANS AND WHITE OFFICE PAPER must be separated by item.

NEWSPRINT AND MAGAZINES may be mixed together in the same bag.

These are the only items accepted in the blue bags for recycling.

NO PLASTICS, GLASS, JUNK MAIL OR MATERIALS OF ANY OTHER TYPES CAN BE COLLECTED AT THIS TIME.

Friendly Reminders:

- Blue bags are picked up once a month during "Recycling Week".
- "Recycling Week" always starts on the first Monday of the month even if there is a holiday. On weeks with a holiday, your recycling may not be picked up on the usual day but it will be picked up that same week.
- Bags must be out by 7:00 am on your scheduled trash collection day. Blue bags should be placed beside your container but not up against it. Please do not place your bags in front of or on top of your garbage container. Blue bags are picked up by a different truck than the one that picks up your container.



BLUE BAG RECYCLING

Blue Bags Recycling is the City's curbside recycling service for City Residents. Residents can obtain blue bags free of charge at the Transfer Station. There is no extra customer charge for participation in the Blue Bag Program.

Contact Information:

City of Helena
Kim Carley,
Recycling Program Coordinator
316 N. Park Ave.
Helena, MT 59623
447-8084

Blue Bag Recycling Effective Immediately:

If you would like to participate in the City of Helena Blue Bag program call: 447-8086 to be put on a route.

In addition to the City's curbside recycling service for City Residents a private company, **HELENA RECYCLING**, also provides containers and recycling pick up for residential or commercial properties. For more information call 457-2437.

Thank you in advance for your cooperation!

"Let me help you find the property that fits your wants and needs."

FIND - GUIDE - FACILITATE
EVERY STEP OF THE WAY.



3930 N. Montana Avenue, Helena



Jerrie Dolan
594-2020



446 Axel Road \$189,000 #281268

Wonderful open floor plan in this 1700 sf manufactured home on a permanent foundation. This home has a spacious kitchen, charming living room and comfortable family room. Property set up for horses with a 20'x25' tack room and a shelter. Riding area close, with permission.

Call Jerrie Dolan 594-2020

Reduce Reuse Recycle



Wausau PAPER®



We carry a wide variety of recycled products for all your needs

* EcoSoft Green Seal 100% Recycled Paper Products

* Mats, Tiles, and Roll Goods made from Recycled Materials

* Pitt Plastics Recycled Trash Can Liners

**Complete Line of Paper
AND
Janitorial Supplies**

**3151 Airport Road
Helena, MT 59604
449-6144 | 800-640-6145**





INK & TONER CARTRIDGES

All cartridges are **100% guaranteed**

Ask Us About Our Recycling Program



1827 11th Avenue | Helena, Mt | 406-442-1212

Mon-Thu : 7:00a.m. - 6:00p.m., Fri : 7:00a.m. - 5:30p.m.

GLASS PULVERIZER

What does a Glass Pulverizer do? What is the glass used for?



THE CITY OF HELENA'S PUBLIC WORKS DEPARTMENT CURRENTLY HAS TWO REUSES FOR THE PULVERIZED GLASS.

Glass is collected in roll-off containers at the Transfer Station only. The glass is stockpiled until it is pulverized for re-use.

The glass product uses are on an approval list from the Montana Department of Environmental Quality.

One use of the pulverized glass by the City Water Utilities Division is for pipe bedding on water and sewer projects and service line repairs.

The other use by the City Street Division incorporates the pulverized glass into the winter sanding material.

This reuse is part of a city wide program of sanding and sweeping that has been approved by Montana DEQ. This glass reuse happens again and again as the winter sand is

swept up each year, then it is screened and cleaned for use the next winter.

In addition to the above, a limited supply of glass is hauled to Ash Grove Cement where it is used as a by-product in their product.

Montana **RECORDS MANAGEMENT, LLP**



1700 National Avenue | Helena, MT 59601
1-866-442-0307 | 406-443-0307 | info@mtmrm.com

RACING TO THE FUTURE

MOBILE SHREDDING, DOCUMENT STORAGE AND DATA SCANNING SERVICES FOR MONTANA
Welcome to Montana Records Management, LLP. We are Montana's premier records management facility offering mobile shredding service, secure document storage, data scanning and more! MRM is a locally owned and operated organization offering clients across Montana a full slate of document management services.



- 30,000 square feet of secure hard copy storage space
- Optical scanning
- Backup tape and magnetic media vaulting
- Box and file pickup and delivery services
- Certified on-site and off-site paper shredding and document disposal service
- Secure on-line electronic records storage
- Twice daily tape rotation service
- Professional consulting

Proudly Supporting City of Helena Recycling!



28 NORTH LAST CHANCE GULCH
1ST FLOOR

449-9800 | FAX: 449-9811 | www.firstcombank.net



HOUSEHOLD HAZARDOUS WASTE

Hazardous waste:
Items that may be hazardous to health or the environment.

Disposal Fee:
\$70.75 per ton

Contact Information:
Recycling: 447-8084

Transfer Station
Scale Operator: 447-8082

Latex Paint - Latex paint exchanges are held twice a year in May and September. At these events, **good usable latex paint** can be dropped off or picked up free of charge. If the paint is not usable or

Wastes generated within your home are not regulated by law and can usually be legally and safely disposed of at the Transfer Station once they are properly prepared.

Paints, solvents and other liquid wastes may be air dried or solidified in sand or kitty litter and then double bagged for disposal. If you are unsure about a specific item - call the Recycling Line at 447-8084 for assistance.

if you cannot bring the paint on these dates, please air dry or solidify and double bag for disposal.

When purchasing household hazardous wastes (items that may be hazardous to health or the environment), please look for a safe alternative first. Then remember that the product isn't a waste until you throw it out. So, if you buy what you need and use what you buy - there isn't any waste for disposal.



Latex paint exchanges are held twice a year in May and September.

RESIDENTIAL WASTE

If you have purchased an existing home in the city limits you should already have a garbage container. It may be an individual 96 gallon container or a 300 gallon shared container in the alley. If you do not have either of these containers please call 447-8086 to establish service.

If you are purchasing a new construction home in the city limits you need to go the City-County Building, 3rd Floor, Finance Dept., and pay a pro-rated solid waste assessment. City Finance will notify us when this has been done and we will deliver a container. You may also pick up your Transfer Station permit at this time.

- Residential customers need to have your 96 gallon garbage container rolled out to the curb by 7:00 am on your regularly scheduled pickup day.
- After your container has been dumped – please remove from the curb.
- Please bag all trash prior to placement in container.

- Please do not overfill your container (if the lid does not close easily – it's too full).

- Please do not put construction debris, branches, rocks, dirt or oversized items in the container. If these items are placed in the container, the container will be stickered and will not be dumped until prohibited items have been removed.

- Please keep container free of all obstructions (snow, vehicles, excess garbage, etc.)

If you are a new resident or are unsure of your scheduled pickup day please call the Transfer Station Scale Operator @ 447-8082 and they will be happy to help you.

DISPOSAL FEE: \$70.75 (per ton)



WORKING TO IMPROVE RECYCLING OVER EIGHT YEARS

S.A.V.E. has evolved from a student organization to advance recycling in the Helena community.

S.A.V.E. organizes the plastics recycling program, provides recycling for schools & businesses, and assists with other major events like electronics recycling and Trash for Trees.

SAVE is committed to finding community partners, organizing volunteers, and bringing recycling expertise to foster community events that serve towards permanent, ongoing recycling for all items.

We're grateful for the support of our generous volunteers and community partners. Special thanks to the City of Helena, Montana Beverage Association, and our other partners:



HELENA RECYCLING

Helping You Help Our Community



www.helenarecycling.com • 457-2437

Helena Recycling is a curbside recycling company that provides recycling pick-up service for residential and commercial customers in the Helena area.

We accept all plastics (PETE 1-7), tin, aluminum, paper, and cardboard.

RESIDENTIAL CUSTOMERS WHO MENTION THIS AD RECEIVE A...

20% DISCOUNT

Donate, or learn where you can recycle at **449-6008** or:



SAVEMOBILE.ORG



COMPOSTING

GRASS CLIPPINGS, LEAVES AND SMALL BRANCHES ARE ACCEPTED FOR COMPOSTING. THESE MATERIALS ARE THEN TRANSPORTED TO THE COUNTY LANDFILL FOR PROCESSING.

Grass clippings and leaves - Place grass and leaves into designated piles. Empty bags into piles and properly dispose of bags.

Branches - Place branches in designated location. Do not contaminate with garbage or other wood waste.



*Inset: Branches before composting
Background: Finished compost pile*

APPLIANCES

A \$7 PER UNIT FEE IS CHARGED FOR REFRIGERATION UNITS. This fee helps to offset the cost of Freon removal, which is mandated by law.

ALL REFRIGERATORS/FREEZERS MUST BE EMPTY PRIOR TO DISPOSAL.

ALL REFRIGERATOR/FREEZER DOORS MUST BE REMOVED and all other appliance latches/doors must be disabled or removed prior to entry. All appliances and ferrous metals should be placed in designated areas.



AUTOMOTIVE WASTES

CAR BATTERIES - Please store in an upright position and place in designated container.

WASTE OIL - Accepted from residential users in quantities of 5 gallons or less per visit to the Transfer Station. Please bring oil in a container that can be left at the Transfer Station. Do not mix with antifreeze or other liquids.

ANTIFREEZE - Accepted in quantities of 5 gallons or less. Do not mix with other liquids.

TIRES - A \$2.00 per tire recycling fee is charged. Tires on rims are \$5.00 each and oversized tires are \$10.00 each. No tractor tires accepted.



Inset: Tire crusher

RESIDENTIAL PERMITS

PERMIT INFORMATION:

Residential Users Must Show Permits To Use The Transfer Station.

CITY OF HELENA TRANSFER STATION: 406-447-8082 OPT. 3
SCRATCH GRAVEL DISTRICT: 406-447-8037
EAST HELENA RESIDENTS: 406-227-5321

City and County residential solid waste fees are paid for on residential property taxes. If you are renting, please check with your landlord.

City of Helena Residents - Helena property owners may obtain permits by bringing proof of ownership to the Transfer Station. If the home is a brand new construction, property owner must go to the City County Building, 3rd Floor, Finance Dept. and pay a pro-rated solid waste assessment. You can pick up your permit at that time.

Recycling permits are available to tenants currently occupying residentially assessed properties (4-plex or smaller) within the city limits. For more information call 447-8084.

Scratch gravel Landfill District (L & C County) Residents - If you live within the Scrathgravel Landfill District - call the County Public Works Department for permit information at 447-8037.

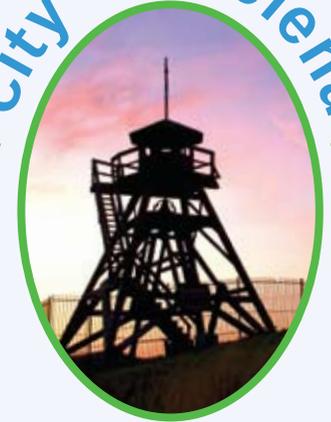
East Helena Residents - City of East Helena residents should call the City of East Helena at 227-5321 for permit information.



Frequently Asked Questions

- 1** *What are your hours?* 8 AM TO 4:45 PM
SEVEN DAYS PER WEEK OR CALL 447-8082 OPTION 1.
- 2** *How do you dispose of paint?*
AIR DRY OR SOLIDIFY ALL PAINT BEFORE DISPOSING.
- 3** *Lost permit — now what?* CITY PERMITS CAN BE REPLACED AT THE
TRANSFER STATION SCALE FOR \$5.00. EAST HELENA PERMITS CALL 227-5321
AND COUNTY SCRATCHGRAVEL 447-8037 (MONDAY - FRIDAY).

City of Helena



RECYCLING

2012 Transfer Station Holiday Closures:

- January 1st - New Years Day -Sunday
Open December 31st
- January 16th - Martin Luther King Day - Monday
- February 20th - Presidents Day - Monday
- May 28th - Memorial Day - Monday
- July 4th - Independence Day - Wednesday
Transfer Station Closed - Collection Trucks will run
- September 3rd - Labor Day - Monday
- October 8th - Columbus Day - Monday
- November 6th - Election Day - Tuesday
Transfer Station Closed - Collection Trucks will run
- November 12th - Veterans Day - Monday
- November 22nd - Thanksgiving Day - Thursday
- December 25nd - Christmas - Tuesday

SPECIAL EVENTS

- Latex Paint Exchange (Spring & Fall)
- Plastic Recycling (Every Other Month)
- Pines for Perch (January & February)
- Trash for Trees (Spring & Fall)

*See City web page www.ci.helena.mt.us for current and upcoming events.



CONTACT NUMBERS

- Transfer Station Scale..... 447-8082 Opt 3
- Transfer Station Administration.... 447-8086
- Recycling.....447-8084
- Tramp Truck..... 447-8082 Opt 2
- East Helena Residential Permits....227-5321
- County / Scratchgravel Permits.....447-8037