

RECYCLING TECHNICAL ASSISTANCE PROJECT #595



STROUD TOWNSHIP MONROE COUNTY, PENNSYLVANIA DECEMBER 2016

*Sponsored by the Pennsylvania Department of
Environmental Protection through the Pennsylvania
State Association of Township Supervisors.*

Project Completed By:
Environmental Resources Associates

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ERA CONSULTANTS IN ENVIRONMENTAL RESOURCE MANAGEMENT

1.0 Statement of Problem

Stroud Township (Township) requested and was granted consulting services under the Recycling Technical Assistance Program sponsored by the Pennsylvania Department of Environmental Protection (PADEP) via the Pennsylvania State Association of Township Supervisors (PSATS). Specifically, the Township requested technical assistance to provide guidance relative to developing and implementing a residential Pay-As-You-Throw (PAYT) waste and single stream residential recycling collection program, via a competitive procurement of uniform contracted collection services, for all residential households within the Township. Environmental Resources Associates (ERA) was assigned to provide the requisite consulting services.

2.0 Overview and Current Situation

Stroud Township is located in the heart of the Pocono Mountains in northeastern Pennsylvania. The Township is also the commercial hub of Monroe County, with a large retail corridor and numerous industries. The Township has an estimated population of 19,315 people residing in an approximately 34.0 mile area and its population density is estimated at 619 persons residing in 246 households per square mile. The Township contains an estimated 7,167 residential units and the estimate includes households located within its private Home Owner Association (HOA) communities.

The Township as a mandated municipality has a long established mandatory curbside waste and recycling program in place using services of private waste haulers. Private haulers provide curbside collection services for municipal waste and recyclables within the municipality. The recycling and waste collection services are provided on a subscription basis (i.e. via a required contract between the resident and the private hauler). Services provided and costs vary dependent on the residents' selected hauler and services requested. The Township has four registered independent haulers approved to provide residential collection services within the municipality.

Residents may also take recyclable items to the Monroe County Municipal Waste Management Authority recycling drop-off center (pictured on the next page) which is located within the Township at the junction of Routes 191 and 447. The drop-off site accepts corrugated (cardboard and boxes), paper (office, newspapers, magazines, junk mail, shredded paper, books, cereal boxes and the like); plastics (all numbers); aluminum and bi-metal cans; plastic bags; film and glass containers. The drop-off collection site is available 24 hours a day, 7 days a week. Individual collection bins are clearly labeled designating the type of materials placed inside.

Although the Township's Mandatory Recycling Ordinance (#5 of 2008) requires residents to contract with an approved hauler for the collection of waste and recyclables, it has become apparent to the Township and the Waste Authority that a considerable percentage of residents are not in compliance. Illegal dumping of waste

has occurred at the drop-off recycling site. This situation has escalated to the point that serious consideration is being given to closing the drop-off site.



**THIS SITE is in DANGER of CLOSING
due to DUMPING and MATERIAL
CONTAMINATION**

WE NEED YOUR HELP

Only place recyclable items listed in bins
Do **NOT** leave anything on the ground

If illegal dumping and contamination continue, this site will be closed. Please help by getting a license plate number and calling the Waste Authority at **(570) 643-6100**



Municipal curbside collection of leaf waste is provided by the Township staff. Two collections of leaves are provided each fall and one leaf and yard waste collection each spring. A schedule for collections is provided on the Township's website and published in the newspaper prior to collections. Residents may also dispose of leaves, grass clippings, brush and tree trimmings for free by bringing them to the Stroud Township Leaf and Yard Waste Composting Center. Residents may also pick up free mulch and compost, based on availability. Proof of residency is required for free services. There are fees for non-township residents and commercial entities.

3.0 Summary of Project Scope of Work and Execution

Stroud Township requested technical assistance to examine the feasibility of implementing a variable rate waste collection and single stream residential recycling program, via a competitive procurement of uniform contracted collection services. The Township desires to reduce redundancy resulting from the current multiple hauler collection system and associated environmental, infrastructure, enforcement and safety concerns. The Township's expressed intent is, to the extent practical, improve collection efficiency and economics, maximize waste diversion and insure economic equity via procurement of contracted services for residents of the Township including HOA communities. A primary objective of the project is to conduct a public outreach and education campaign to inform the residents and HOA communities (comprising approximately 30% of the Township's total population) of the potential environmental and economic benefits of instituting contracted services.

The Township's ultimate goal is to provide economical, high quality collection services that are convenient for the residents and will mitigate negative impacts resulting from the current private subscription residential waste and recycling collection system.

Tasks accomplished by ERA over the course of this project are summarized in the following bullets. Detailed descriptions of work efforts and outcomes are included in subsequent sections.

☑ Develop and Refine Work Scope

ERA participated in meetings with Stroud Township representatives and the county recycling coordinator to review a draft proposed technical assistance work scope, refine parameters for the work efforts to address particular needs and concerns, and gather data and information relevant to the planned project's analysis. Based on the meeting, it was apparent that the Township was aware of a number of probable benefits of contracting for municipal-wide collection services and a single source contract to provide specified collection services. ERA refined the work scope to address the specific needs of the project.

☑ Review of Data and Information

ERA reviewed pertinent documents, data and other relevant information, including but not limited to, current private subscription collection system for waste and recycling, a prior draft Request for Bid (RFB), the Township's mandatory recycling ordinance, available waste and recycling generation data and maps of the municipality. Data and information gained during the review was used to assist in subsequent tasks and development of public outreach and education materials.

☑ Public Outreach and Education Campaign

ERA met with Township representatives on several occasions to review materials for initiating an education/outreach campaign, pros and cons of initiating the proposed Township-wide contracted collection system and modes for dissemination and public feedback.

☑ Procurement of Contracted Services

ERA participated in meetings with Stroud Township representatives and the county recycling coordinator relative to competitive procurement requirements and options for securing collection services.

☑ Final Report

ERA prepared the Final Report which detailed ERA's comments and recommendations and work efforts relative to project development and implementation. The report was reviewed with the Township prior to sending to DEP for review and approval.

4.0 Public Outreach and Education Campaign

A comprehensive and sustained education/outreach campaign is paramount to the successful implementation and operation of any comprehensive waste management program. This is particularly true in the case of major changes to long standing practices. It is imperative that the Township involve the public early in the waste planning process to help insure program support and participation initially and over the long-term. The following are brief summaries of the current and planned collection systems that were reviewed with the Township including an overview of the challenges and opportunities presented by each. A basic comprehension of these systems and the

information and examples provided in Section 5 will assist in developing a beneficial education and outreach campaign to increase public awareness of the procurement process, seek input and address public concerns.

The education/outreach efforts will be essential from the planning process through implementation and throughout the program's duration. The Township's education/outreach campaign should at a minimum include: press releases, HOA and public meetings, webpage inserts, newsletters, online notices, fliers and mailings.

ERA has assisted the Township from the onset of the project to develop public education and outreach materials, see Appendix A.

☑ Individual Contracts / Subscription Collection

Private subscription for curbside collection services is the system currently used by the Township for collection of waste and recyclables. Municipal waste haulers are required under the Township's mandatory recycling program to provide waste and recyclables collection services. Residents contract directly with the hauler of their choice for collection services.

Although numerous analyses have shown that individual contracting is the most costly type of all collection service, it is still preferred in many areas. Predominately, collection services provided under subscription contracts are by local haulers and/or a mix of larger firms and local haulers. Local residents often favor the service provided under subscription contracts, in that local haulers are apt to meet special needs or wants of the household such as place of collection, types of materials collected or provision of special collection services.

The system of private subscription is not only costly but it is inefficient in that it requires duplication of efforts. Several trucks travel essentially the same routes each collecting only a portion of the households along the way. Mandatory programs enforcement is a challenge with this system along with duplication of efforts and often requires enforcement actions to assure compliance with the municipal ordinance governing collection and disposition of waste and recycling. Problems include, duplication of efforts and additional truck traffic resulting from several private haulers collecting different households along the same routes. Duplication of collection efforts also reduces collection efficiency and increases costs, exhaust emissions and related environmental impacts and damage to roads.

☑ Municipal Contracted Collection

In Pennsylvania, a municipality is required to follow a competitive procurement process if they intend to contract for curbside collection of \waste, recyclables and/or leaf and yard waste. This process entails preparation of a procurement document, commonly known as a Request for Proposal (RFP) or Request for Bid (RFB). The document usually provides a detailed description of the requested collection services, municipal background information, requirements for responses and bids and general contract terms and conditions. Upon review and evaluation of the

responses, the municipality will usually negotiate the final terms and conditions of a contract with the lowest qualified bidder. Concise contract terms and conditions will help ensure a quality level of services and avoid potential areas for conflicts.

Competitive procurement is a multi-stepped process. The process includes setting objectives, selecting a procurement strategy, defining the service required and key terms and conditions for business arrangements, preparing the Request for Proposals (RFP), interacting with those proposing, evaluating proposals, selecting a party and negotiating a contract. A successful procurement will attract competitive proposals from qualified parties, obtain attractive terms that meet procurement objectives and result in an equitable contract that fairly serves both parties.

Many municipalities who do not wish the burden of providing curbside collection services (waste, recyclables and/or leaf and yard waste) and/or are seeking the lowest cost option for curbside collection services favor contracting. A number of comparative analyses have concluded that per household cost for curbside collection is lower under a contract system versus municipal collection or private subscription. Procurement of combined collection services (waste, and recyclables) is more attractive to prospective bidders and presents an economic benefit to the Township, based on lower cost of operation and improved efficiency of collection.

Municipalities who consider contracting for curbside collection service may opt not to procure the service. In many cases, regardless of cost savings, municipalities succumb to political pressure applied by residents in support of small haulers (often spurred by the hauler--see Appendix B), and perceived economic benefits from open competition. Residents may also oppose municipal contracting on the basis of eliminating future competition and concerns regarding the quality and level of service under a municipal contract may be voiced. Residents may favor the service provided under subscription contracts. Local haulers are apt to meet the special needs or wants of subscribers e.g. place of collection, types of materials collected or provision of special collection services.

The procurement process described above is designed to meet the Township's intent to secure one contractor, a single source, to provide specified collection services. Contract terms will help ensure compliance and level of services and the municipality has a single responsible entity to work with.

5.0 Competitive Procurement

Competitive procurement is a multi-stepped process. The process includes setting objectives, selecting a procurement strategy, defining the services required and key terms and conditions for business arrangements, preparing the Request for Proposals (RFP), interacting with the proposers, evaluating proposals, selecting a party and negotiating a contract. A successful procurement will attract competitive proposals from qualified parties, obtain attractive terms that meet procurement objectives and result in

an equitable contract that fairly serves both parties. The information and examples provided below are intended to familiarize and assist the Township in understanding the process and conducting a successful procurement.

5.1 Content of RFP

Figure 1 -The general content of an RFP should include the following elements:

- ✓ Introduction-background/objectives
- ✓ Clear and detailed description of services required
- ✓ Schedule requirements for supply/service
- ✓ Draft contract or key terms and conditions of such
- ✓ Procurement process and schedule
- ✓ Instruction to bidders: content of proposals to be submitted (technical and cost proposals)
- ✓ Rights of party requesting proposal
- ✓ Evaluation process/evaluation criteria
- ✓ Appendices (key information describing services required)

5.2 Communicating with Prospective Bidders

Ample advertising of the procurement is advised. This should, at a minimum, include the Township website, placing of advertisement in newspapers with local and regional readership and a direct mailing to known interested haulers.

After release of the RFP, frequent “user-friendly” communication with prospective bidders is recommended. This includes being responsive and timely to questions raised, holding a “pre-bid” conference, making documents available for inspection at convenient times and preparing addendum to the RFP, if required.

5.3 Proposal Evaluation

It is recommended that separate Technical and Cost Proposals be submitted to allow separate review. In this manner the technical evaluation and ranking can be completed first without cost bias. In establishing the evaluation criteria in the RFP process, one should avoid preferential treatment of any bidder. In conducting the proposal review, it is imperative to complete the evaluation in accordance with the evaluation criteria. It is also important to document the evaluation and selection process to clearly show how the proposal most advantageous to the municipality was selected. It is recommended that minutes of selection committee meetings be kept and that the ranking of proposals and the reasons for such rankings be documented. If requested, it is also

recommended that debriefings for those not selected be held. This process will ensure a fair review process and, if necessary, provide the basis for a successful defense from a challenge by a disgruntled bidder not selected. Figure 2 lists the typical steps in proposed evaluation.

Figure 2 - Proposal Evaluation and Selection Process

- ✓ Establish a selection committee
- ✓ Conduct non-cost review
- ✓ Conduct cost review
- ✓ Contact references
- ✓ Visit referenced companies
- ✓ Short List
- ✓ Interview
- ✓ Selection
- ✓ Contract negotiations and execution

5.4 Procurement Schedule

Figure 3 illustrates key milestones for a typical procurement schedule and RFP process.

Figure 3 - Procurement Schedule for RFP Process

- ✓ Set Procurement Objectives and Strategy
- ✓ Prepare/Advertise Release RFP
- ✓ Bidders Prepare Proposals
- ✓ Pre-Bid Conference, Response to Questions on RFP, Issue addenda to the RFP
- ✓ Proposal Review and Selection of Bidders for Contract Negotiations
- ✓ Contract Negotiations

5.5 Draft Proposal

ERA prepared and provided the Township and the Township solicitor with an updated sample draft RFP. The draft included maps detailing the respective location of roads and households to be serviced for individual HOA and the entire municipality (see Appendix C). The draft was designed to secure competitive bids for the curbside collection of waste and recyclables to address the specified needs of the Township.






A competitive procurement process will enable the Township to accurately compare its existing private subscription system with that of single source contracted services.

6.0 Solutions

ERA has worked closely with the Township over the course of the project to develop draft procurement documents and structure a public outreach/education campaign. The Township has proactively pursued the suggestions and recommendations made, particularly with regard to public outreach/education and preparation of the RFP.

Items accomplished during the course of this study include:

Public Outreach/Education

-  Pocono Record newspaper article (May 17, 2016), description of planned project for contracted Township-wide residential waste and recycling services.
-  Posted description of award of Recycling Technical Assistance and overview of project goals and objectives in the Township's spring newsletter. An update of the project's progress was also posted in the fall newsletter.
-  Questions, comments and concerns posed by residents have been addressed at the Township's monthly public meetings. Many questions posed by residents stemmed from concerns addressed by a local hauler in a letter sent to residents throughout the Township. Resident's questions and concerns were also addressed via telephone conversations.
-  Preparation and distribution of letters to HOA/private communities describing the planned project, potential benefits to procuring contracted collection services for waste and recycling and requesting a meeting to review project goals and objectives, address any questions and/or concerns and gain input.
-  The Township hosted a meeting of HOA representatives and residents. ERA and the county recycling coordinator presented a project overview and discussed the potential benefits and challenges relative to securing contracted collection services versus the status quo. Questions and/or concerns were addressed at the meeting and subsequent questions posed by HOA representatives were addressed via e-mail.

Preparation of the RFP

ERA met with the Township and county recycling coordinator on numerous occasions to discuss and review the draft RFP and associated documents required for the procurement of the noted collection services. Following several revisions, ERA prepared a final draft for the Township's consideration.

The draft RFP is currently being reviewed by the Township and is considered a work in progress pending a detailed review by its solicitor and final adoption by the Township's Board of Supervisors. The Township recognizes the vital

importance of transparency and public understanding of the project for it to ultimately be successful. To this end the Township will continue its outreach/education efforts and afford opportunities for the public and stakeholders to provide input and address, to the extent practical, all concerns.

7.0 Recommendations

Based on the completion of the above noted Tasks and its experience with similar projects, ERA offers the following recommendations for the Township's consideration:

- Upon final refinements to the procurement document and a thorough review and consultation with the Township's solicitor proceed with the issuance of the RFP. A competitive procurement process will enable the Township to accurately compare its existing private subscription system with that of single source contracted services.

At this point an informed and defensible decision can be made relative to the ability of a single source contract system to meet the Township's goals, providing economical, high quality collection services that are convenient for the residents. Additionally such a system will mitigate negative impacts resulting from the current private subscription residential waste and recycling collection system.

- Continue its aggressive public education/outreach efforts to inform and update the public and stakeholders of the project's progress and address public questions and concerns. Additionally, it is recommended that a public meeting be held to specifically address the project merits and gain public input.

Appendix A
Outreach and Education

POCONO RECORD

Stroud considers curbside trash hauler service

Tuesday

Posted May 17, 2016 at 4:01 PM

Updated May 17, 2016 at 4:01 PM

By Kevin Kunzmann
Pocono Record Writer

[Follow](#)

Stroud Township is currently researching plans to implement municipal waste and recycle removal services for residents. The service could be implemented as soon as next year.

The township was awarded a \$7,500 grant from the state's Department of Environmental Protection to look into the logistics of such a system, and early discussions have included an informal meeting with the Monroe County Waste Authority and independent advisers.

"That process is just getting underway," Township supervisor Daryl Eppley said. "We will be doing public outreach."

Waste removal in the township is currently contracted between residents or commercial building owners and independent waste removal agencies. Township board of supervisors chairman Ed Cramer said the township would provide collection services for residential properties, while smaller collector companies would still have business with commercial properties.

There is little concern for harming the businesses of local waste collectors because many have already been consolidated or bought out by larger agencies, Cramer said.

The prospect of a singular collection service was first considered by the township several years ago. It was opposed mostly by older residents who had services and prices tailored to their residential needs over the span of decades, Cramer said. The current plan would keep residents in mind. Cramer projects a cheaper service rate is available for everyone.

Though there is no currently concrete plan, the township could be able to tailor billing based on a resident's amount of waste, Cramer said. That's one of the main facets of the service that the township is currently addressing, Eppley said.

"We really have to explore what is going to be the best method of township-wide residential trash removal," Eppley said. "We're just at the forefront of that. Borough's do it. I don't know of any other townships in the area that do it."

Jim Lambert, executive director of the MCWA, said East Stroudsburg, Mount Pocono and Delaware Water Gap operate with a municipal collection service. Two other municipalities in the county — Polk Township and Chesnuthill Township — offer residents the choice between contracting their own collector or bringing waste to a township collection site. It's otherwise rare for large townships to have just one collector.

With Stroud having a population of about 19,000 people in 34 square miles, there is consideration to break the municipality into districts. Then trash and recycling collector companies would submit bids for districts.

"If a smaller hauler wanted to bid for a single district, they could still do that," Cramer said.

Even if bids led to a few collectors each collecting for a designated district, it would be an environmental improvement to what Lambert calls a "redundancy of collection."

"Imagine one road with multiple haulers," Lambert said. "It's wasted gas, caused more pollution and more wear and tear on the road. When you enter into a bidding process, you're buying in bulk. Districts open it up and allow for more competition. We have seen that in the past where it's been more beneficial."

Cramer expects a municipal service would also help reduce the amount of illegal dumping and pollution in the township, noting that some residents who do not have a contracted collector may be bringing their waste to East Stroudsburg.

Lambert agreed, saying municipal collection is often a more efficient and environmentally sound plan.

If research proves costs are worthwhile, Cramer said municipal collection could begin as soon as January 2017.

"We're looking at this as a benefit to the residents," Cramer said.



Stroud Township
1211 North 5th Street.
Stroudsburg, PA 18360

Steve Melnick
President
The Blue Mountain Lake Club
121 Pocahontas Road, Suite 3
East Stroudsburg, PA 18301

Re: Waste and Recyclables Collection Meeting

Dear Mr. Melnick:

As reported in the recent edition of the Stroud Township Community News, funding to evaluate potential opportunities for improving waste and recycling collection efficiency and cost has been received. The goal is to determine whether there are economic benefits to our residents in procuring a standardized contracted collection service(s) for trash and recycling pickup. Eliminating the redundancy of using multiple collection trucks in the same neighborhood and the associated environmental and safety concerns is the prime motivator of the study. Historical and recent analysis indicates the following benefits to the proposed approach:

- Improve service and reduce costs to residents.
- Cut down on illegal roadside dumping.
- Increase recycling by offering single-stream (no sorting) recycling to all residents.
- Reduce the impact of heavy trucks on local roads. Wear and tear on the roads is a major expense to all taxpayers. One trip by a double-axle waste hauling truck is equivalent to the wear and tear of 1,000-1,500 cars on a road.
- Improve quality of life in our neighborhoods and throughout the Township by reducing truck noise and pollution, and increase safety on streets by reducing truck traffic.
- Improve community visual landscape with waste containers visible on individual streets 1 day per week, rather than 4 or 5 days per week as we have now.

The projects goals are to identify and evaluate potential opportunities for improving collection efficiency and economics, eliminate redundancy of use of multiple haulers and associated environmental and safety concerns. To maximize waste diversion and insure economic fairness, the potential for instituting a definitive Pay-As-You-Throw (PAYT) waste and recyclables collection program will be assessed as a component for procurement of standardized contracted services for residents of the Township, to

include its private communities. A primary objective of the project is to conduct a public outreach to gain public input, address concerns and inform and residents of the many potential environmental and economic benefits of instituting contracted collection services.

The Home Owners Associations/Private Communities make up approximately 30% of the Township's population and are considered major stakeholders in the project. I would appreciate the opportunity to meet with representatives of Blue Mountain Lake, at your earliest convenience, to discuss this important project. The Township's consultant and the county recycling coordinator will also be available to review in detail planned project parameters, address any questions and gain valuable input relative to your community's particular needs and/or concerns.

Sincerely,

Edward C. Cramer
Chairman



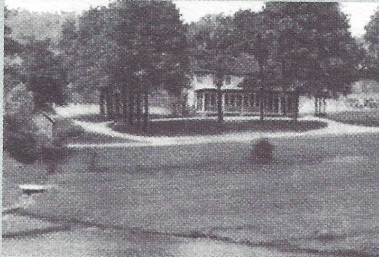
Stroud Township Community News

Spring 2016

Stroud Township Bicentennial 1817 - 2017

*In honor of Stroud's Bicentennial,
articles of historic interest are featured.*

John Stroud Farm House



The most well known historic property in Stroud Township, **Glen Brook**, was the home of **John and Elizabeth [Depuy] Stroud**.

John Stroud [b. 12 July 1768 ~ d. 7 Jan. 1814] was the third child and first son of **Jacob and Elizabeth McDowell Stroud**. At age 25 he married **Elizabeth Depuy [Depuy]**, his second cousin who was 17. [b. 1 June 1776 ~ d. 22 Sept. 1815]

Stroud Township was named for Jacob Stroud who founded the town of Stroudsburg. His son, Daniel, incorporated Stroudsburg Feb. 6, 1815.

Jacob Stroud built homes for the five of his twelve children who remained in this area. **Stroud Mansion** at 900 Main Street, was built in 1795 for John and his wife.

John was not interested in helping tend to his father's many businesses, and preferred the life of a farmer. So Jacob built this fine stone farmhouse, west of the town for John ca. 1800.

John and Elizabeth had seven children, two of whom died young. Historians wrote little about this flamboyant, daring and adventurous man.

John and his wife are buried on Kaver's [Keever's] Hill, in Hollinshead's private burial ground on Dreher Ave., Stroudsburg, PA.

For more of the story of John Stroud, a list of his 11 siblings, and References, go to the Stroud Twp. website: stroudtownship.org and click on the Bicentennial link.

Article by Jacquelyn James.

New Hours of Operation and Changes at Township Yard Waste and Compost Facility

Starting Monday, May 2, 2016, the Stroud Township Board of Supervisors will be instituting specific hours of operation at the Gaunt Road Yard Waste and Compost Facility. Gates have been installed and the new hours of operation will be from 8 a.m. to 2 p.m. Monday through Saturday. The yard will be open Saturdays May 7th through Nov. 19th. The gates will be closed and locked Mondays through Saturdays after 2 p.m. as well as Sundays and holidays.

After Nov. 19th, the facility will only be open Monday through Friday, 8 a.m. to 2 p.m., and will be closed on weekends and holidays over the winter months from Thanksgiving through March 31st. If there is an extreme weather event at any time during the year, the Supervisors may open the facility as needed for residents and commercial tree contractors to dispose of downed limbs and trees. A notice will be on our website www.stroudtownship.org stating this.

Installation of access gates, setting defined hours of operation and having an attendant while the facility is open are being established for several reasons. Because the facility is isolated and out of public view, there is concern for public safety and protection of township assets due to unrestricted access. In the past there has been illegal dumping of garbage, construction material, and metals. These cannot be processed, and when mixed in with yard waste cause damage to the wood chipper/compost grinder.

Vandalism and other criminal activity can be minimized by securing the property, buildings and equipment and controlling access.







Another concern is the safety of individuals that may get injured when no one is there to call for help if needed. Having an attendant on site to track material being dropped off and loaded will give the township more accurate quantities to submit to DEP which allows us to apply for grants that help offset the cost of the compost facility's operation.

The Supervisors encourage our residents and commercial users to adjust to the new hours of operation for yard waste drop-off and mulch/compost pick-up to help us ensure a safe and efficient service to our community.



Stroud Township Receives \$7,500 PA Dep't. of Environmental Protection Technical Assistance Grant

Funding to evaluate potential opportunities for improving waste and recycling collection efficiency and cost has been received. The goal is to determine whether there are economic benefits to our residents in procuring a standardized contracted collection service(s) for trash and recycling pickup. Eliminating the redundancy of using multiple collection trucks in the same neighborhood and the associated environmental and safety concerns is the prime motivator of the study. Historical and recent analysis indicates the following benefits to the proposed approach.

-  Improve service and reduce costs to residents.
-  Cut down on illegal roadside dumping.
-  Increase recycling by offering single-stream (no sorting) recycling to all residents.
-  Reduce the impact of heavy trucks on local roads. Wear and tear on the roads is a major expense to all taxpayers. One trip by a double-axle waste hauling truck is equivalent to the wear and tear of 1,000 -1,500 cars on a road.
-  Improve quality of life in our neighborhoods and throughout the Township by reducing truck noise and pollution, and increase safety on streets by reducing truck traffic.
-  Improve community visual landscape with waste containers visible on individual streets 1 day per week, rather than 4 or 5 days per week as we have now.



Economic Development News

Stroud Twp. received a Land Development Plan application for a 35,962 sq. ft. **Lidl grocery store** at the former Room Store property across from Stroud Mall. The plans include improved channelized access to the site at the signalized intersection of Firehouse Lane and Rt. 611.

The developer is currently working through the permitting and approval process with several agencies, including Stroud Twp., PA DEP, PennDOT, and Monroe County Conservation District. Lidl is a global discount grocer, the world's second largest retailer with over 10,000 stores in 26 countries, all in Europe.

There are 4 new restaurants that have opened or are expected to open soon.

Monte Brick Oven Pizza & Restaurant

located across from the new St. Luke's Hospital on Rt. 611 opened this spring.

Spice Route - Chinese, Indian & Asian Fusion food, opened in July. It's located in the former Pizza Hut building on Rt. 611.

Everybody's Buffet - upscale buffet serving an American and Asian buffet with a Hibachi grill and seafood on weekends. It's located in the former Studebaker's on Rt. 611 and is scheduled to open in September.

Sonia's Sweet Inspirations - Locals Carl and Sonia Tirella expanded their hobby of competing in cake shows and cupcake challenges to becoming licensed to bake from home. Their business has grown and now they are excited to open a store adjacent to the Weis Gas Station on Rt. 611 this fall.

Other Recent Development Projects

PennDOT just completed construction of a **truck wash building** at their maintenance location on Rt. 611. The washing of the PennDOT trucks will now take place in that building where wash water can be collected and treated before being discharged back into the waterways.

Verizon Wireless will be back in front of the Board of Supervisors for approval of a new **cell tower between Rt. 80 and Rt. 611** across from the PennDOT maintenance property. A 105' monopole tower is proposed.

Zoning Reminders

All cars kept on your property must be registered and inspected.

Grass must be kept shorter than 10".

No accumulation of junk of any kind, such as construction debris, metal, and garbage.

Sheds, decks, pools, fences over 6' high, additions, and adding an apartment where permitted all require permits.

Signs or banners, whether new or changes to existing, for an event, sale, business, political, or other use, all require permits.

Anytime snow is 1" or more, parking on any road in Stroud Twp. is prohibited.

Snowmobiles, ATVs, motor bikes, and other recreational vehicles are prohibited from using Twp. roads and parks. Twp. permits are needed to operate them on private property.

Recycling Spelled Out

The Monroe County Municipal Waste Management Authority (MCMWMA) is the agency responsible for long-term municipal waste disposal planning. Recycling is one component. State law PA Act 101 and Act 140 mandates that Stroud Twp. implement mandatory curbside recycling.



Stroud has accomplished this through its adoption of a **Recycling Ordinance (#05-2008)** which **requires residents to:**

1. *contract with an approved, registered waste hauler for pickup of their recyclables and trash.*

2. *participate in the recycling program which prohibits them from mixing designated recyclables in with their household trash.*

MCMWMA is charged with enforcing that haulers don't commingle the recyclables they collect in curbside pickup with trash. The volume of recyclables collected by each hauler is reported to the PA DEP. This keeps them accountable and also results in recycling incentive grant funds for the Twp. that help defray your taxes.

MCMWMA operates 7 Recycling Centers in Monroe County. The closest one for our residents is by **Rt. 191 and Rt. 447, Analomink**. This site is in serious danger of being closed due to illegal dumping of trash, household items, clothes, and also recyclables that do not fit into the bins when full. It would be a shame to lose these centers as more items can be recycled there than through curbside pickup.

Please help by: 1) not leaving recyclables there when the associated bin is full. Please come back the next time you are in area.

2) writing down license plate numbers of people dumping, and call 570.643.6100.

3) taking home items that are not designated on bins or listed below, and put in your trash. *Do not leave anything on the ground.*

4) only placing the items listed on the blue bins into them so as not to contaminate the lot when it is processed. *No paper or plastic bags, or string in the bins with other items!*

Accepted items: Papers - Newspaper, magazines, catalogs, office paper, junk mail, books with hard covers removed, cereal boxes, phone books, notebooks with metal spiral bindings removed. No Pizza boxes. Corrugated cardboard boxes, break down first.

Plastic and Cans - *rinsed* aluminum, bimetal can, plastics - all numbers including food containers, *but no greasy or oily ones.*

Glass bottles - all colors. NO glass windows, mirrors or ceramics.

Plastic bags and the *thin plastic film* many containers are packaged in, but *only in the bin labeled for them.*

The Waste Authority provides these recycling centers without funding from any county or municipal tax revenues. The program costs are covered by the sale of recycled materials from the Recycling Centers and some grant money. Contamination by placing improper items like plastics without the recycling symbol, trash put in recycling bins and illegal dumping puts these services in jeopardy. The value of the materials collected are greatly reduced when commingled with non-recyclable or unlike items which increases operation costs.

When costs exceed the revenue received from the sale of materials the Waste Authority will have no other option than to stop providing these services. Recycling done properly is our environmental responsibility. It saves money, landfill space and natural resources.

Please be part of the solution not the problem. NOTE: The Twp. and MCMWMA will prosecute to the fullest extent of the law individuals responsible for illegal dumping!



Municipal Hauler Study Update: Stroud Twp. is hoping to go out to bid within the next few months in order to have a single contracted residential waste and recycling hauler. The key component to this is cheaper rates for our residents. So far, most feedback from those opposed to this are residents who don't have a waste/recycling hauler, which is against the law.

Also, there is a misconception that we can pay for this through property tax bills. Unfortunately, this can't be done. It would be unfair to commercial businesses that will not receive this service and to the elderly residents that have very little trash. Those residents would have an option to choose a smaller container which would be cheaper. These costs will be examined further as the study moves forward.

Advantages of Planned Competitive Procurement

- ✓ A competitive procurement process will entice competition between firms interested in an opportunity to secure a single source contract to services to the Township's estimated 7,167 households.
- ✓ Improves collection efficiency via predetermined collection routes and unified collection services provided to every household rather than intermittent and varied collection services provided by multiple haulers on various days.
- ✓ Increases the number of households served per route, eliminate redundancy associated with multiple hauler systems and reduces overall resulting associated costs.
- ✓ Improves visual landscape, waste containers visible on individual streets one day per week, rather than 4 or 5 days per week.
- ✓ Assists in providing Township-wide participation in waste and recycling collection at an equitable cost.
- ✓ Reduces truck traffic to enhance safety, which results in less fuel consumption, exhaust emissions and related environmental impacts and damage to roads.
- ✓ Increases recycling convenience by offering single-stream (extended types of materials collected and no sorting) recycling to all residents and thus diverts additional materials from the waste stream. The aforementioned results in increased recycling incentive grant (Section 904) monies and lower waste disposal costs.
- ✓ Volume based variable rates and discounts included within the RFB for low volume generation of waste households, elderly and challenged residents.
- ✓ Reduce an ever increasing problem of illegal dumping of waste along Township roads, parks, and at the recycling drop-off site.

Appendix B
Local Hauler
Open Letter to Residents

Joseph Hopkins & Co, Inc
404 Hickory Valley Rd
Stroudsburg, PA 18360

Dear Stroud Township Trash Customer,

Stroud Township wants to force you to use one company, the company they pick, not you, to pick up your trash. They are planning to put companies like mine out of business by taking away all of our customers and making a deal with one of the big companies to pick up the whole township.

My family and I have been doing business here for 79 years - since 1937! We are a local company with local employees. We have many loyal customers and want to be able to keep giving them service.

If the township government has its way, you won't be able to choose who picks up your trash, how much you pay or what kind of service you get.

Call the township and let them know you don't want this forced on you before it is too late! The phone number is 570-421-3362. The next township meeting is Tuesday, October 18 at 7:00.

Sincerely,

A handwritten signature in cursive script that reads "Joseph Hopkins". The signature is written in black ink and is positioned to the right of the word "Sincerely,". A vertical dashed line is drawn to the right of the signature.

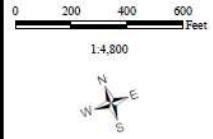
Joe Hopkins,
Owner,
Joseph Hopkins & Co.

Appendix C
Draft RFP and HOA Maps

Draft RFP is not included in online version.

STROUD TOWNSHIP CONTRACTED WASTE PROJECT

WIGWAM LAKE ESTATES SUBDIVISION - STROUD TOWNSHIP - MONROE COUNTY - PENNSYLVANIA



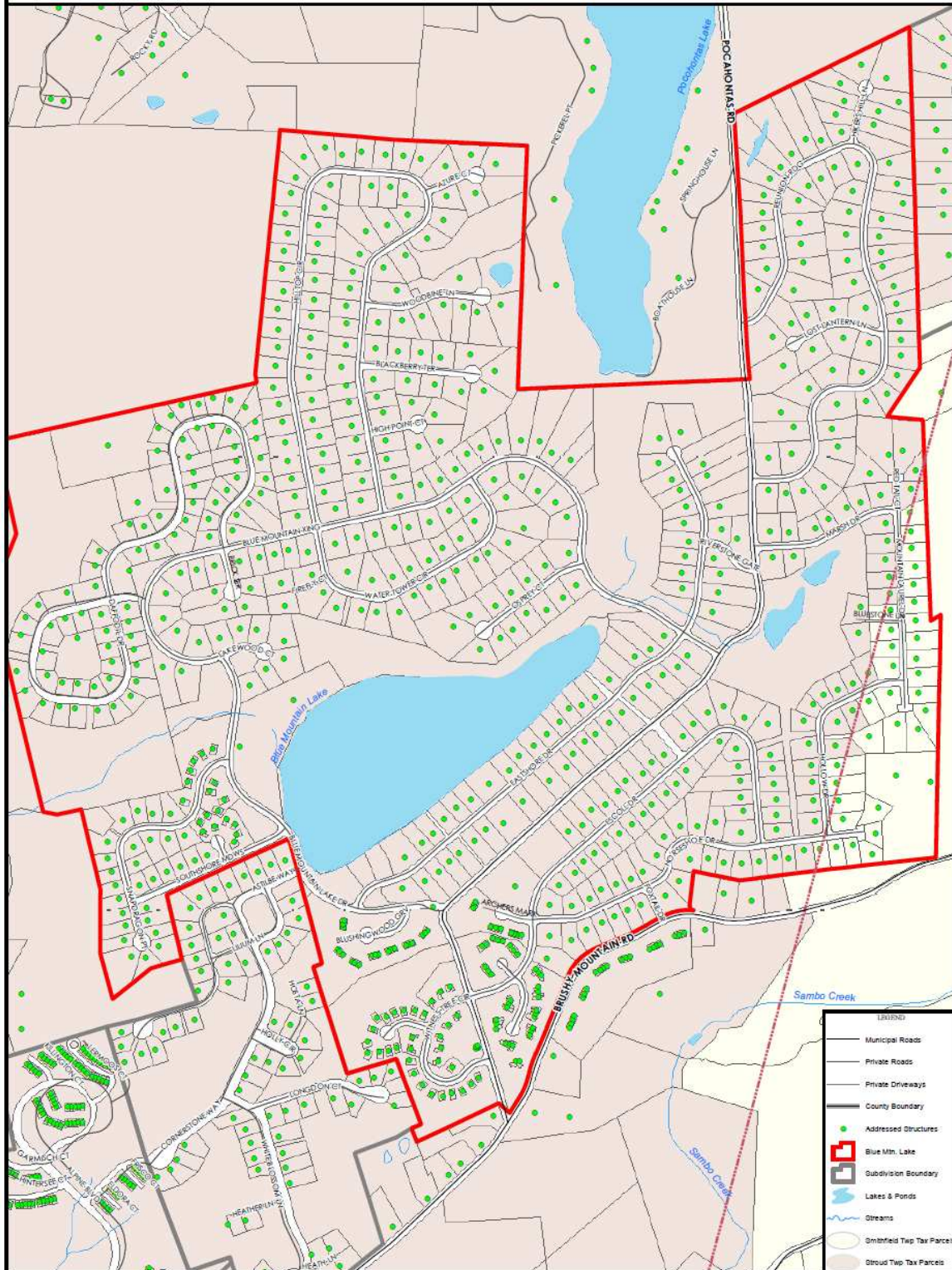
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PREPARED BY
**Monroe County
Planning Commission**
1 Quaker Plaza, Room 106
Stroudsburg, PA 18360
(570) 517-3100
mcp@monroecountypa.gov

September 2016

STROUD TOWNSHIP CONTRACTED WASTE PROJECT

BLUE MOUNTAIN LAKE SUBDIVISION - STROUD & SMITHFIELD TOWNSHIPS - MONROE COUNTY - PENNSYLVANIA



0 250 500 750
1:7,200
Feet



www.monroecountypa.gov/planning

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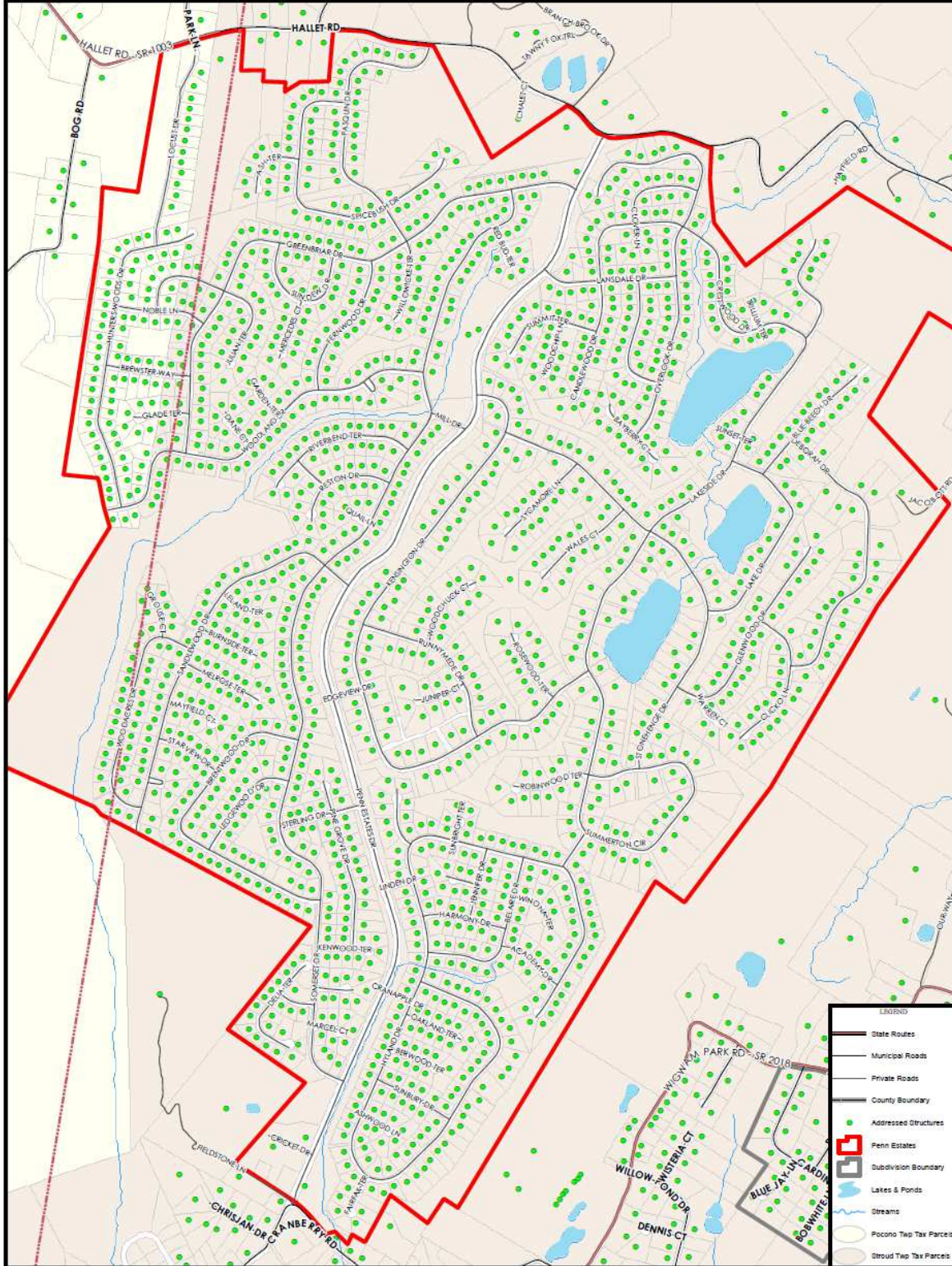
PREPARED BY
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Stroudsburg, PA 18360
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mcp@monroecountypa.gov

September 2016

16-068

STROUD TOWNSHIP CONTRACTED WASTE PROJECT

PENN ESTATES SUBDIVISION - STROUD & POCONO TOWNSHIPS - MONROE COUNTY - PENNSYLVANIA



0 250 500 750
Feet

1:10,000



www.monroecountypa.gov/planning

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16/079