

**COUNTY COUNCIL**

**OF**

**TALBOT COUNTY**

2011 Legislative Session, Legislative Day No. January 25, 2011

Resolution No. 178

Introduced by: Mr. Bartlett, Mr. Duncan, Mr. Hollis, Mr. Pack, Ms. Price

**A RESOLUTION TO AMEND THE SOLID WASTE MANAGEMENT PLAN FOR TALBOT COUNTY, MARYLAND TO ADDRESS THE STRATEGY FOR COLLECTION, PROCESSING, MARKETING AND DISPOSITION OF RECYCLABLE MATERIALS FROM PUBLIC SCHOOLS IN TALBOT COUNTY, MARYLAND; PURSUANT TO THE POWER AND AUTHORITY CONTAINED IN THE ENVIRONMENTAL ARTICLE, TITLE 9, SUBTITLE 5 OF THE ANNOTATED CODE OF MARYLAND**

By the Council: January 25, 2011

Introduced, read the first time, and ordered posted, with Public Hearing scheduled on Tuesday, February 22, 2011 at 6:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

By order:   
Secretary

**A RESOLUTION TO AMEND THE TALBOT COUNTY SOLID WASTE MANAGEMENT PLAN TO ADDRESS THE STRATEGY FOR COLLECTING, PROCESSING, MARKETING AND DISPOSITION OF RECYCLABLE MATERIALS FROM PUBLIC SCHOOLS IN TALBOT COUNTY, MARYLAND; PURSUANT TO THE POWER AND AUTHORITY CONTAINED IN THE ENVIRONMENTAL ARTICLE, TITLE 9, SUBTITLE 5 OF THE ANNOTATED CODE OF MARYLAND**

*WHEREAS*, the County Council of Talbot County, Maryland, by Resolution adopted the updated Solid Waste Management Plan; and

*WHEREAS*, said Plan is necessary for the protection of the health, safety, and welfare of the public; and

*WHEREAS*, the intent of this Resolution is to require a recycling program within the Talbot County Public Schools; and

*NOW, THEREFORE*, be it resolved by the County Council of Talbot County, Maryland as follows;

**Section 1: Description of public school recycling program being developed**

Overview: It is proposed that for the current 2010-2011 school year, the recycling plan will be to continue existing recycling activities, and enhance these recycling activities where feasible as determined by a Recycling Committee. It is also envisioned that the Recycling Committee will develop a more uniform system-wide recycling strategy with a goal of implementation for the 2011-2012 school year. The Recycling Committee will also

- a.) regularly evaluate the recycling program;
- b.) modify the recycling program, as needed; and
- c.) report to stakeholders the status, successes and challenges of the recycling program.

Currently, the type of materials recycled varies for each school. Some schools recycle paper, metal cans and plastic bottles. Other items, such as toner cartridges, are collected at certain schools as a fundraising activity. Recycling efforts undertaken to date were often initiated by motivated individuals at an individual school.

It is envisioned that by implementing a more comprehensive recycling strategy the recycling program will provide continuity for students as they graduate up through the grades. Uniformity via a system-wide recycling strategy will also be beneficial to staff using the system as well as those responsible for overseeing facility operations.

Materials collected for recycling will be limited to those for which available outlets exist, for which any costs are affordable, for which the logistics to collect and store the materials are compatible to

the school's facilities and labor capabilities, and for which there are affordable means available to transport, process and market the materials, either in-house or by third parties.

Materials that will initially be targeted for recycling include:

- Paper, including office paper, newspaper, catalogs, magazines and paperboard
  - Paper that is collected by the Midshore Regional Recycling Program (MRRP) can be mixed together.
- Cardboard
  - A free cardboard recycling drop-off site is located at the Midshore Regional Solid Waste Facility, Easton, Maryland. To avoid collection fees, Talbot Board of Education (BOE) staff may elect to utilize this site using existing staff and equipment.
  - Recycling service providers, including Infinity Recycling, Delmarva Recycling, Allied Waste and Waste Management, offer recycling collection for a fee.
- Books
  - Books are a unique recycling stream that are best sent to reuse and recycling firms that specifically handle books, in particular textbooks. Infinity Recycling also accepts books. MRRP accepts books without hardback covers with mixed paper.
- Plastic Bottles
  - Plastic bottles collected by the Midshore Regional Recycling Program include Number 1 & 2 bottles, without caps.
- Metal cans
  - Tin and aluminum cans collected by the Midshore Regional Recycling Program can be mixed together.
  - Aluminum cans may be collected by student groups as a fundraiser. Infinity Recycling, Delmarva Recycling and several other firms offer buy-back centers in nearby counties.
- Electronics
  - Currently, computers and other electronics can be recycled by many electronics recycling firms. The fate of the material and data should be considered as to how, where and by whom the equipment is recycled. Incorporating recycling services into purchase agreements of new equipment should be considered. Previously, Midshore Regional Recycling Program has accepted computers from Talbot County schools at electronics recycling collections events. Chesapeake Center and Goodwill, both in Easton, accept computers for recycling, where a fee may be charged for monitors.
- Toner cartridges
  - Various firms offer recycling services. Currently some schools collect toner cartridges as a fundraising effort.
- Oil, antifreeze, lead acid batteries and rechargeable batteries
  - These items that are generated by Talbot BOE can be recycled using the currently available recycling stations, or by recycling firms that service Talbot County.

- Pallets, fluorescent bulbs, shrink-wrap and other items may be targeted at certain locations that generate these items and are recycled by firms that provide affordable recycling services.

Other materials that may be targeted in the future or at specific locations include:

- Glass – Since a small volume of glass is typically generated at most schools, this material is a lower priority than other commodities. Glass recycling can be implemented at certain facilities in the school system, as appropriate. “Igloo” receptacles for glass bottles are currently located at the St. Michaels Middle & High School complex.
- Vegetable Oil and Grease – Currently, Valley Proteins provides recycling services in the County. Receptacles should be located well away from food preparation areas.
- Landscaping debris such as leaves, brush, branches, grass clippings. Stakeholders shall determine what options exist to recycle this and similar material. Dependable Sand, Stone and Recycling, Inc. is one Talbot County firm that processes natural wood products.
- Food waste – Currently there is no food waste composting facility in the region. Since food waste is a significant portion of the current waste stream, the committee shall explore options that may become feasible in the future.
- Construction and Demolition debris – Recycling options will be explored for construction projects in order to divert materials from the waste stream, reduce disposal costs, gain LEED credits and other benefits. Incorporating recycling into construction contracts should be considered. Dependable Sand, Stone and Recycling, Inc. is one Talbot County firm that accepts and processes clean concrete, asphalt, brick and rock.
- Other materials – The committee shall investigate, via contacts with recycling markets and waste audits, other materials that may be feasible to recycle.

#### **How materials will be collected:**

The Recycling Committee will determine how materials are collected. The “in-house” resources available to Talbot BOE and the cost, type and extent of services provided by recycling firms are factors in determining the collection approach. These variables likely will change over time and the Committee shall regularly explore whether any modifications are appropriate.

The users of the recycling system are critical to the success of the recycling program. Therefore, suitable, clearly identified recycling receptacles should be used throughout the school buildings to provide convenient recycling and to deter contamination of the recycling stream. It is anticipated that within the school buildings, Talbot BOE custodial staff, who are already collecting trash within the schools, shall collect recyclables from classrooms, offices and common areas. Where appropriate, job descriptions for Talbot BOE custodial staff may need to be revised to reflect recycling responsibilities. It should be reinforced with staff that the total volume of material handled is unchanged. The change is just that a portion of the total waste is diverted from the waste stream to a recycling stream. Teachers, administrators, students, volunteers and others may also assist in collecting recyclables within the school buildings. In some instances, students could assist with recycling collections to meet community service requirements. Once collected within the building, materials will typically be placed into suitable containers outside of the building, likely adjacent to waste disposal dumpsters, or on a loading dock, depending on the material and logistics.

The Recycling Committee will determine which entities are capable of handling and transporting recyclables. The capabilities and costs associated with each entity will impact how materials are managed. These entities include:

- Private recycling service providers. Firms that currently provide recycling services in Talbot County, include, but are not limited to, Infinity Recycling, Delmarva Recycling, Allied Waste, and Waste Management. These firms offer collection services using various receptacles and equipment to collect and transport recyclables, such as dumpsters, roll-offs, trailers and compactor trucks.
  - Infinity Recycling currently collects office paper, newspaper and magazines at these schools and facilities:
    - Easton High School Ecology Club
    - St. Michaels High School
    - Talbot County Board of Education
    - Tilghman Elementary School
- County programs such as the Midshore Regional Recycling Program currently use igloo-shaped receptacles to collect six types of recyclables:
  - Mixed paper
  - Mixed metal cans
  - Plastic bottles, number 1 & 2
  - Clear glass bottles and jars
  - Brown glass bottles and jars
  - Green glass bottles and jars
  - The Midshore Regional Recycling Program currently provides and services igloos at these Talbot County schools and locations:
    - Moton / Dobson Elementary Schools, Easton, MD
      - Mixed paper, cans, plastic bottles
    - Easton High School, Easton, MD
      - Mixed paper, cans, plastic bottles
    - St. Michaels High School, St. Michaels, MD
      - Mixed paper, cans, plastic bottles, glass (clear, brown & green) – the site also serves as a drop-off station for the local community
    - Ten other locations in Talbot County
- Mail-back programs
  - Examples include:
    - Mail-back programs for printer toner cartridges, cell phones and other items for fundraisers
    - Mail-back programs of computers by manufacturers as part of a “take-back” program that is part of a “producer responsibility” initiative.
    - Pre-paid recycling services for fluorescent bulbs and other items.
- Transporting directly to, or arranging for pick-up by, recycling processors, markets or end-users. Those responsible may be staff, student groups, volunteers or others.
  - Examples include:
    - Collecting aluminum cans and delivering to a buy-back center. A school group may do this as a fundraiser
    - Collecting scrap metal and consolidating at a designated location and delivering or arranging for pick up with a scrap metal buyer (ex.: Schultz & Son, Denton; Delmarva Recycling, Salisbury & Cambridge; Infinity Recycling, Chestertown)

- Collecting aggregate and brush and delivering to Dependable Sand, Stone & Recycling, Wye Mills; fees are currently charged for brush; aggregate is accepted for free
  - Recycling programs by firms interested in certain materials such as the paper retriever program offered by Abitibi in other parts of Maryland. Creafill, a paper processor located in nearby Kent County, is a potential partner for recycling projects at Talbot County Schools.
- Other markets that may become available.
- Recycling collection approaches include:
  - **Source separated**, where each type of material is kept separate. The recyclables are either kept separate by providing the users with individual receptacles for each type of material, or if the scale is small, an individual is delegated to separate the items at a consolidation area. The MRRP igloo-shaped receptacles are an example of a source separation collection approach. Unique items, such as toner cartridges, are another example since the cartridges are typically collected in receptacles designated solely for that purpose.
  - **Dual stream**, where two types of recyclables are collected. Typically paper and cardboard are collected together and beverage containers (plastic, cans and glass) are collected together. This requires two sets of receptacles and that the materials are sent to a facility capable of separating each material.
  - **Single stream**, where all recyclables are collected together and then sent to a facility where the items are then sorted. This approach provides collection and transportation efficiencies. One drawback is that shredded paper, glass, small items and other materials are too difficult to sort. These items are then often used to substitute for aggregate as cover material at landfills. The fate of all recyclables from a single stream system should be known prior to selecting this approach. Some firms have recently begun offering single stream recycling collection in Talbot County. Specialized processing facilities for single-stream recyclables are currently operating in Maryland in Anne Arundel and Prince George's Counties, as well as in Virginia and Pennsylvania. There are also transfer facilities for single-stream recyclables in Milford and Wilmington, Delaware.

**Section 2: Roles and responsibilities for developing and implementing school recycling program:**

The ultimate responsibility for the Solid Waste Management Plan, which includes this school recycling plan, is with the County's elected officials, the Talbot County Council. The strategy for recycling in Talbot County Schools shall be the primary responsibility of the Talbot County Board of Education. Support shall be sought from stakeholders including, but not limited to, the Talbot County Department of Public Works, the Midshore Regional Recycling Program, and other partners including students, volunteers, non-profit organizations and private firms.

It is proposed that a school Recycling Committee will be formed to develop the specific details of the school recycling strategy. Initial committee members may include:

- Director of Facilities for Talbot County Schools and other key staff

- Staff should include: Those involved with securing contracts or agreements for waste and recycling services; those involved with overseeing custodial staff; those involved with facilities and grounds; those involved with any sustainability and green school initiatives. Responsibilities include evaluating and refining existing recycling efforts, developing and executing new recycling initiatives, securing necessary assistance and services by third parties, obtaining suitable containers, providing “in-house” operations, coordinating logistics and other steps.
- Recycling Coordinator, Talbot County Department of Public Works
  - Assist with planning, development, launch and execution of recycling efforts and assist with obtaining information and resources.
- Coordinator, Midshore Regional Recycling Program
  - Assist with planning, development, launch and execution of recycling efforts and assist with obtaining information and resources.
- Pickering Creek Audubon Center representative. Pickering Creek provides recycling education and a field trip to the regional landfill for every 4<sup>th</sup> grade class each year. This initiative is in place for the 2010/2011 school year. Funding may be a factor in continuing this program in the 2011/2012 school year.
  - Provide educational component of recycling, assist with planning and other support.
- Other stakeholders enlisted by the committee members listed above (ex. staff, students, recycling service providers, teachers, citizen volunteers and others)
  - Assist with planning, development, launch and execution of recycling efforts.
  - During key phases in the development and implementation process, participation by representatives from each of the schools will be appropriate.
- Private recycling service providers. Firms that currently provide recycling services in Talbot County, include, but are not limited to, Infinity Recycling, Delmarva Recycling, Allied Waste, and Waste Management.
  - Provide equipment, supplies, collection services, general information, and specific data for each school, assist with planning, implementation, execution and follow-up for recycling initiatives.
- Within the school buildings, collection may be performed by
  - Custodial staff
  - Students
  - Staff
  - Volunteers
  - Private contractors

**Section 3: Schools included in the recycling plan:**

The following schools are Talbot County, Maryland Public Schools:

- Chapel District, Cordova
- Dobson / Moton Elementary School Complex, Easton
- Easton High School, Easton
- Easton Middle School, Easton
- Tilghman Elementary School, Tilghman
- St. Michaels Elementary School, St. Michaels
- St. Michaels Middle & High School Complex, St. Michaels

- White Marsh Elementary, Trappe
- Any new schools shall also be covered by the recycling plan. School recycling shall begin upon opening or by no later than 90 days after the first day of classes.

Note that Chesapeake College, Wye Mills, Maryland is included in the school recycling plan for Queen Anne's County.

#### **Section 4: Schedule for plan development and implementation activities**

The following schedule is proposed to develop and implement a recycling strategy for Talbot County Schools. The schedule shall be followed to the extent that staff time, resources, logistics and budgets allow. Variables such as changes in recycling market values and the type of recycling services available could impact the implementation schedule and are to some extent beyond the control of Talbot County BOE and other stakeholders. Since each school has existing recycling activities, it is envisioned that stakeholders will assess these efforts, enhance them to the extent feasible and transition to a uniform system-wide recycling program. Unique programs that individual schools have undertaken shall remain in place wherever feasible, duplicated when possible and appropriate, encouraged to promote creativity and to recognize the unique qualities of each school's community.

Recycling pickup schedule for existing recycling program:

- Recyclables collected by Midshore Regional Recycling Program (MRRP) are collected on an on-call basis. Staff at each school contacts MRRP when the igloos are more than half full. The recyclables are then collected on the next scheduled day for that material.
- Infinity Recycling collects paper on a scheduled route.

The proposed schedule, subject to adjustment as needed, is as follows

- January 2011 – February 2011
  - Finalize, incorporating comments received during approval process, and adopt Public School Recycling Amendment to Talbot County's 10-year Solid Waste Management Plan.
- January 2011 – July 2011
  - Recycling Committee will meet regularly to:
    - Develop specifics of recycling strategy.
      - Draw from available resources about successful school recycling efforts, such as:
        - [www.vrarecycles.org/Portals/0/documents/Catch\\_the\\_cycle.pdf](http://www.vrarecycles.org/Portals/0/documents/Catch_the_cycle.pdf)
        - <http://www.epa.gov/wastes/education/pdfs/school.pdf>
        - <http://www.schoolrecycling.net/index.htm>
        - <http://www.calrecycle.ca.gov/ReduceWaste/Schools/>
        - <http://your.kingcounty.gov/solidwaste/greenschools/waste-reduction.asp>
        - [http://www.dep.state.pa.us/dep/deputate/airwaste/wm/recycle/school/School\\_Guide.htm](http://www.dep.state.pa.us/dep/deputate/airwaste/wm/recycle/school/School_Guide.htm)
        - <http://www.recycleguys.org/guidelines.asp>
        - <http://www.ecocycle.org/atschool/greenstarschools.cfm>
        - <http://www.nyc.gov/html/nycwasteless/html/recycling/schools.shtml>
        - other resources



- Perform necessary tasks:
    - Document existing activities;
    - Perform waste audits;
    - Review waste contracts, current terms, expiration dates and suggest revisions for recycling, particularly ways to incentivize waste reduction. Determine if current contracts can be modified. Determine if cost savings can be achieved and directed toward recycling program;
    - Determine recycling services available from private sector;
    - Determine in-house resources and limitations;
    - Select suitable recycling receptacles and signage for various locations;
    - Determine resources available from county, regional, state and federal governments, non-profits, businesses and from the community;
    - Determine any grant, or other revenue sources;
    - Promptly implement any initial adjustments that are appropriate and feasible, obtaining any necessary approval;
    - Prepare a system-wide school recycling strategy to be implemented by or before the start of the 2011/2012 school year;
    - Prepare and submit any budget requests to implement the system-wide school recycling strategy on the schedule for the FY 2012 budget approval process;
    - Review and update current recycling education programs. Seek funding sources to continue Pickering Creek's programs for 2011/2012 school year and beyond;
    - Report status to interested parties on a regular basis (ex. provide quarterly updates to BOE and County administration);
    - Obtain approval for new recycling initiatives;
    - Enlist services from service providers or partners (ex. issue request for bids for services; draft and execute inter-agency agreements; join recycling campaigns).
- July 2011
  - Milestone: Implement system-wide school recycling strategy
- July 2011 – June 2012 and subsequent school years
  - Communicate information about general recycling information and any new recycling initiatives throughout the school system.
  - Seek input from users and other stakeholders. Review where enhancements can be made.
  - Evaluate and adjust operations, as needed.
  - Track quantities and other metrics (ex. convert recycling quantities to resources conserved, energy saved, greenhouse gas reductions, etc.).
  - Report annual tonnages for each calendar year to Midshore Regional Recycling Program by February 15<sup>th</sup> of the following year.
  - Report successes to staff and stakeholders, at least annually.

**Section 5: Evaluate, Modify and Celebrate the Recycling Program**

**Evaluate:** The Recycling Committee should establish an approach to regularly evaluate the recycling program. Stakeholders should meet at least twice a year, likely between school years and

mid-school year. Information should be gathered that is readily available (such as types and amounts of material collected). Additional information could be gathered from surveys to glean feedback and ideas from each school's community (staff, teachers, students, parents, volunteers, etc.). Since there is always room for improvement, this step will provide a regular opportunity to take a fresh look at the program and to make adjustments as necessary. The school system administration should regularly review agreements for waste disposal and recycling services and seek ways to decrease disposal costs and incentivize recycling (ex. adjusting frequency of pickups and container sizes, and to adjust services during holidays and vacations). An evaluation of the school recycling plan should also occur at each update of the County Solid Waste Management Plan.

**Modify:** In addition to getting the initial recycling program to operate efficiently, the Recycling Committee may investigate additional ways to practice the 3 R's, Reduce, Reuse and Recycle. Additional initiatives and potential partners such as the Maryland Green School Program may be complimentary to the recycling activities, broaden support for recycling and the network of stakeholders. Where feasible, successful recycling activities should be expanded and enhanced, if appropriate. Problem areas should be reviewed to see if adjustments can be made to improve the situation. Communication and "buy-in" among staff involved with overseeing recycling is critical to the success of the recycling program.

Oversight and enforcement of service providers is essential to ensure that agreements and contract terms are met. Contingency plans will likely be made on a case-by-case basis and could include implementing contract violation clauses and other actions. Service contracts should require clear terms regarding non-compliance. For example, the agreement could specify that missed pick-ups must be collected within two business days of notification. Agreements should specify penalties for significant or extended non-compliance. For instance, non-compliance that is not remedied within 30 days could be terms to void the agreement. In the event that a school does not participate in a recycling program, within 60 days, the Recycling Committee will meet with key staff from the school. The Recycling Committee will work to bring the school's recycling program into compliance as soon as possible.

Certain recycling activities may be deemed to not be feasible or efficient (ex. due to costs, logistics, etc.) and may need to be modified or discontinued and then periodically reviewed to determine if they can be reinstated. The Recycling Committee should adjust the recycling program accordingly to build on successes and adjust to challenges and to document any modifications in order to learn from both. Stakeholders should regularly explore feasible options to expand activities in order to recycle additional materials. For instance, composting green waste and food discards would capture a significant portion of the current waste stream.

**Celebrate:** Positive and accurate feedback should be provided to the school community so that the benefits that recycling provides is communicated to the program's users. Communicating the successes in terms of the amount of recyclables and corresponding facts (energy and resources conserved, greenhouse gas reductions, avoided disposal costs, jobs created, etc.), sending letters of recognition to each school, applying for awards and recognizing stakeholders all are examples of steps the Recycling Committee could undertake regularly that celebrates the recycling program.

**Section 6:** The County Council is acting pursuant to Title 9, Subtitle 5, of the Environment Article of the Annotated Code of Maryland.

**Section 7:** Upon conclusion of the public hearing(s), closing of the public record, receipt and consideration of certifications and recommendations from the Planning Commission and Public Works Advisory Board, the County Council will discuss the merits of the Resolution to amend the Solid Waste Management Plan, and decide to approve or disapprove the proposed Resolution.

**Section 8:** The Resolution to amend the Solid Waste Management Plan dated July 2009 is hereby adopted.

**Be it further resolved that this Resolution shall take effect immediately upon its date of passage.**

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**<sup>1</sup> Acknowledgements –**

Sections of this plan were compiled using language and concepts from these sources:

- DRAFT PUBLIC SCHOOL RECYCLING AMENDMENT TO BALTIMORE COUNTY'S 10-YEAR SOLID WASTE MANAGEMENT PLAN - [http://resources.baltimorecountymd.gov/Documents/Public\\_Work/solidwastemanagement/PublicSchoolRecyclingAmendment52810.pdf](http://resources.baltimorecountymd.gov/Documents/Public_Work/solidwastemanagement/PublicSchoolRecyclingAmendment52810.pdf)
- A Guide for Implementing a School Recycling Program [www.vrarecycles.org/Portals/0/documents/Catch\\_the\\_cycle.pdf](http://www.vrarecycles.org/Portals/0/documents/Catch_the_cycle.pdf)
- CALVERT COUNTY - FINAL DRAFT OF THE PSR PLAN.doc
- School Recycling Plan Fact Sheet HB 1290.PDF received from Dave Mrgich, Maryland Department of Environment

**PUBLIC HEARING**

**Resolution No.**

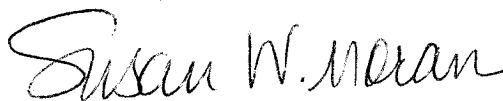
Having been posted and Notice, Time and Place of Hearing, and Title of Resolution No. 178 having been published, a public hearing was held on Tuesday, February 22, 2011 at 6:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland.

**BY THE COUNCIL**

Read the third time:

Enacted: March 8, 2011

By Order:



Secretary

Bartlett - Aye  
Hollis - Aye  
Pack - Aye  
Price - Aye  
Duncan - Aye