

# RECYCLING and WASTE DISPOSAL in HARRISBURG:

## Your business's guide

### To Recycling



**Please place the following items in your City recycling bin for collection:**

#### PAPER

- Newspaper, magazines, phone books (please bundle these in a paper bag)
- Cartons, such as milk cartons and juice boxes (no straws, please)

If your business produces more than 20 pounds per week of any type of waste paper, the City can collect it separately and get it recycled; please call 717-412-4520 to make arrangements.

#### Need to have paper shredded?

Tri-State Shredding  
will bring their truck to your door and shred on the spot  
call: 717.233.5606

Dauphin County Recycling Center  
1620 S. 19th Street, Harrisburg, PA 17104  
717.982.6772  
\$5.00 per box of paper  
Hours: 8:30 – 4:30, Monday through Friday

#### CORRUGATED BOXES

- NO food-stained or wax-coated boxes; they cannot be recycled
- Flatten all boxes, get rid of all packaging materials from inside unless it is made of paper
- If your quantity of cardboard is small, please stack it neatly at the curbside; please tie it in a bundle

#### PLASTIC

- Bottles: water, juice, soda, milk, ketchup, mustard, shampoo, detergent – **Remove caps!**
- **Rinse them, please** - to prevent odors and pests
- **Look for numbers 1, 2 and 5. All others belong in the trash.**

#### TIN & STEEL Containers

- Empty and rinse, please
- Tin cans and food containers, soda cans, **EMPTY** aerosol spray bottles can be recycled
- Empty paint cans (if you can't use up the old paint, fill the can with kitty litter, let it dry, then put the litter in the trash and recycle the can)

#### GLASS BOTTLE RECYCLING

- If a business, such as a bar or restaurant, produces quantities of waste glass bottles, the City will provide a container for that glass upon request. It will be collected on Tuesdays and Fridays, or as needed.
- All other glass is considered waste: light bulbs, window glass, auto glass

#### Other items that **MUST** be kept out of the trash stream by businesses

All of these must be **taken** to qualified processors, not placed in the City's recycling carts:

- Electronic waste:
  - televisions
  - computers & peripherals
  - small appliances
- Fluorescent lamps and other mercury-bearing lamps
- Auto and truck tires
- Auto and truck batteries

The quantities that you have of these items will determine the best means for recycling them. If your business is not already recycling these materials, please call the Harrisburg Dept. of Public Works Recycling Office for practical, local solutions: 717-412-4520.

## TRASH

Please put these in your City trash bin, and keep them out of recycling bins:

- Junk mail
- Books (**quantities can be recycled: 717-412-4520**)
- Paper bags
- Cereal and food boxes and other brown paper (remove all plastic packaging)
- Glass (all non-bottle & jar): windows, mirrors—and Ceramics
- Food
- Food-soiled paper and plastic
- **Plastic Bags (Including Grocery Bags) these can go in the trash, but every area grocery store has a bin to collect plastic bags and dry-cleaning covers for recycling.**
- Shipping or padded envelopes
- Plastic Food Wrappers
- Plastic packaging of any type
- Wet Papers or Cardboard
- Waxy Cardboard
- Used Paper Towels or Tissues
- Aluminum Foil
- Plastic Tableware (Knives, Forks, etc.)
- Light Bulbs & Christmas Lights
- Hoses

**Please put small quantities shredded paper into the trash. If your business produces 20 pounds or more of shredded paper per week, the City can make arrangements to collect and recycle it: 717-412-4520**

## Hazardous Materials Disposal

Common waste items that need to be disposed of carefully, NOT in the everyday trash:

- Chemicals, Paint thinner, oil-base paint, solvents
- Bug spray, pesticides, rodent poison, weed-killer, fungicide
- floor cleaning chemicals
- Automotive fluids: brake, transmission, hydraulic
- Antifreeze
- Motor oil and oil filters (these can be recycled by most auto service garages)
- Turpentine, Creosote, paint thinner and stripper, wood stain and varnish
- Refrigerators and air conditioners



There are different means of properly disposing of these materials, depending on quantities. For guidance, please call the Harrisburg Dept. of Public Works Recycling Office: 717-412-4520.

## Bulk Re-usable Waste Materials

If your business produces extraordinary amounts of recyclables, they might have value, or it could be diverted by the city collection program to reduce your trash bill

The City of Harrisburg is interested in collecting bulk quantities of:

- ✓ Office paper, Corrugated boxes and other clean paper waste
- ✓ Glass bottles: all colors acceptable
- ✓ Clean plastic of a single type (not mixed)
- ✓ Scrap metal
- ✓ Used oil
- ✓ Fluorescent lamps and ballasts
- ✓ Tires

If a business has these materials and is not recycling them, the City can offer assistance, either with collection or finding a vendor to buy or take the material. Please call 717-412-4520.

## Recycling in office buildings:

Everyday recycling for office staff

### 1. Paper (including shredding), cardboard and news print

- **office paper** is copier paper, legal pad paper, post-it notes, manila folders: just about any paper used at a desk, including mail. The simple test: if you tear the paper, white fibers should be exposed at the torn edges. Don't worry about removing staples, paper clips, rubber bands or tape
- **cardboard and other brown paper**, such as clean lunch bags, tissue boxes, brown paper tubes, the paper often used for package padding, and the molded paper used for securing items in shipping boxes. All of these can be recycled together.
- **newspapers, phone books, magazines and flimsy brochures** can all be recycled together (limited quantities should be bundled into paper bags or tied together and placed in the single-stream container)

### 2. **Single Stream items** (the same things as at home):

- aluminum and steel cans
- drink, soup or wine cartons
- clean plastic bottles & containers numbered 1, 2, or 5.

### 3. Glass Bottles & Jars (all colors)

If you have quantities of glass bottles or jars, the City will provide your location with a separate barrel for collecting them for recycling. If you have only a few items once in a while, please place them in the trash or recycle them by dropping them off at one of our containers throughout the city:

- Harrisburg Public Works Building (1820 Paxton Street)
- Kline Plaza (look for the light blue dumpster in the rear parking lot of the plaza)
- Broad Street Market (Sayford & Fulton Street parking lot)
- Firehouse at 6th & Muench Streets (3 carts behind the building)
- Firehouse at 16th & State Streets (3 carts behind the building)
- Shipoke (2 carts under the railroad bridge near the Passage to India restaurant)