



Division of Public Works .  
1000 South Houser St.  
Muscatine, IA 52761

Recycling Center and Transfer Station

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## MEMORANDUM

Recycling Center  
Transfer Station  
Landfill Operations  
Refuse Collection

To: Mayor and City Council Members

Cc: Gregg Mandsager, City Administrator

From: David Popp, Solid Waste/Collection and Drainage Manager

Date: August 8, 2019

Re: Compost Facility Operations

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### **Introduction:**

The City of Muscatine owns and operates the Brush and Compost Facility located at the Transfer Station. The facility accepts yard waste, brush, and logs from Muscatine and Fruitland residents as part of their monthly solid waste collection fees. Currently, users of the facility can come and go without checking with an attendant. Staff at the facility have historically been responsible for material movement, mowing, trash collection and assisting site users when needed.

### **Background:**

The Brush and Compost Facility is funded under the Refuse Collection Budget, with \$50,000.00 annually allocated for brush and log grinding. The estimated cubic yards of brush and logs processed in 2018 was 8,000 cy. The estimated cubic yards of brush and logs processed in 2019 was 11,000 cy. Ground and chipped brush and logs are available at no charge for residents to take. Screened compost is also given away at no charge when available. Loading services are available when staff are available to do so. Yard waste brought in, such as grass clippings and leaves, are placed in windrows to break down into compost and screened when ready. Large logs are separated and available for residents to take for firewood. Tree stumps are not taken at the facility. Commercial tree services are required to pay for use of the facility on a \$20.00 per ton basis, limiting when they are charged to when the scale at the Transfer Station is open. Historically, there has been one ¾ time attendant and one seasonal attendant to cover the hours that the facility is open. Our ¾ time employee has been promoted to a full time position in the Refuse department, and our seasonal position was not filled this season.

### **Recommendation/Rationale:**

We propose changing the facility to include a user fee for non-residents and commercial tree services while remaining no charge for City of Muscatine and Fruitland residents. We feel that this would lead to a reduction in material taken in which requires grinding and increased revenues to help cover costs. The current hours of the facility would remain the same with users wishing to access the facility outside of operation hours discouraged.

**"I remember Muscatine for its sunsets. I have never seen any  
on either side of the ocean that equaled them" — Mark Twain**

In order to monitor the site users, we recommend to staff the facility with two regular part time employees. One employee would take a Sunday thru Wednesday shift while the second employee would work Thursday thru Saturday. All users of the facility would stop inside the gate and either show identification to verify residency within Muscatine or Fruitland city limits or pay a fee for the use of the facility. The site attendant would work out of a small shed placed next to the driveway.

The suggested fee schedule for non-residents is as follows;

\$1.00 per bag

Car/Van/SUV: \$5.00

Small pickup: \$10.00

Full size pickup: \$12.00

One ton small dump truck: \$15.00

Single axle trailer: \$15.00

Tandem axle trailer: \$30.00

Single axle dump truck: \$40.00

Tandem axle dump truck: \$60.00

Semi dump: \$100.00

Suggested fee schedule for commercial users;

Pickup: \$30.00

Trailer up to 10 feet: \$50.00

10 ft. to 16 ft. trailers: \$100.00

One ton dump truck: \$50.00

Single axle dump truck: \$75.00

Tandem axle dump truck: \$100.00

Semi dump: \$150.00

In addition, the city would provide delivery of shredded mulch, wood chips and compost (when available) for \$25.00 for a full one-ton truck load. Deliveries would be available to Muscatine and Fruitland residents only and only on their trash collection day. Deliveries would need to be pre-scheduled at least one day in advance and would be limited to time available. A load-out fee of \$5.00 a cubic yard would be available for commercial businesses and non-residents who wish to pick up material from the Compost Site. Load-outs would be limited to availability of staff and free for Muscatine and Fruitland residents.

Costs associated with changing to a monitored facility would be as follows;

1. Shed, three bids were sought with Sweetland Trailers being low at \$4,790.00
2. 4 Jersey barriers to divide incoming and exiting traffic, \$425.00 plus freight
3. Out house serviced monthly, \$55.00 month
4. Signage, \$500.00
5. Shed electrical, communication, lighting, \$7,500.00
6. Miscellaneous, \$300.00 (cash register, heater, air conditioner)
7. Purchase window stickers for residents (10,000), \$927.74

Estimated capital costs needed would be \$15,102.74. This cost was not budgeted, although we would anticipate the revenue for the remainder of FY20 would cover these costs.

Wages for staff are already budgeted and cost would be less than current FY20 budget.

Window stickers would be available to verified residents to help traffic flow at the entrance to the facility. Residents would be able to obtain these for no charge at the Transfer Station, Public Works and City Hall. Non-residents or commercial users would need to pay the fee, by cash or check only, to the attendant upon entering the facility.

While we have no data on resident or non-resident users, the ability to change to this process and start as soon as September 6<sup>th</sup> should provide some good data to use by budget time in FY 21.

Thank You for your consideration in this matter,

Dave Popp  
Solid Waste /Collection and Drainage Manager