



## **Recycling/Clean Communities Education, Inspections, and Customer Service Support November 2025**

This report details the Morris County Municipal Utilities Authority's (MCMUA) Recycling and Clean Communities education programs, inspections, and customer service support efforts during November 2025. This supplements the Recycling Coordinator's Report for the MCMUA's December 2025 Board meeting.

### **Recycling and Clean Communities Projects, Public Outreach, Education, and Inspections**

#### **MCMUA and MCDPH Collaborations:**

On November 7, Chavanne accompanied the Morris County Division of Public Health (MCDPH) for a reinspection of recycling compliance at a new multi-housing unit complex under construction in Mount Olive Township. During a previous inspection, the MCDPH discovered that the site was not properly separating mandated recyclable materials from regular on-site trash generated by its activities. As a result, the generator received a MCDPH violation, and an internal follow-up compliance inspection was scheduled. During the unannounced reinspection, on-site observations confirmed that recycling practices had improved and that source separation was now taking place. Recyclable materials were being transported to appropriate destinations for disposal and recycling. This inspection also allowed Chavanne to address questions she had about mandated recycling materials and the recycling process for businesses, and to gain firsthand insight into how her office operates as a new employee.

On November 7, Toomey accompanied the MCDPH and the Municipal Recycling Coordinator for Chatham Borough on several recycling inspections in the municipality. The MRC plans to relocate the recycling depot next year to deter illegal dumping and ensure it is accessible only to residents at specific times. The inspections included visits to three businesses known to deposit significant amounts of recyclable materials at the depot, which, by municipal ordinance, is for residents only. They spoke with representatives from two of the companies, who were not aware that the depot was restricted to residents, and planned to submit their compliance plans to the health inspector and the MRC.

#### **MCMUA Presents on Composting at the Town of Boonton Green Team Event:**

On November 13, Marrone and Toomey attended a Boonton Green Team meeting to present on composting. The presentation covered mandated recyclable organic materials, the MCMUA compost sites, the landscape of food waste and organics policy in New Jersey, food scrap collection options for residents, and how to compost at home. The participants asked questions and shared their initiatives in Boonton, including a new pumpkin drop-off collection after Halloween to donate pumpkins to a local farm as animal feed. The event was well attended and well received by both residents of the Town and neighboring municipalities. Participants came well prepared with many questions, and the MCMUA was invited to come back to a future meeting next year.

#### **MCMUA Continues Participation in the NJDEP's Food Waste Guidance Focus Group:**

In August, Eramo participated in a focus group organized by the New Jersey Department of Environmental Protection (NJDEP). This group included recycling leaders from various counties and municipalities throughout New Jersey. The purpose of the focus group was to provide feedback on the development of a New Jersey-specific Food Waste Management Guidance Document and Toolkit. These resources are intended to serve as a roadmap for governing bodies to establish effective food waste management strategies and programs.

The NJDEP engaged Tetra Tech to facilitate discussions among the focus group members and assist in creating the Guidance and Toolkit. During the talks, Tetra Tech and the NJDEP expressed interest in existing food waste programs, specifically inquired about Morris County's approach, and asked a series of follow-up questions for their report. In subsequent conversations and a follow-up meeting, Eramo finalized the responses to these questions, which were sent as a follow-up to discussions during the food waste focus group call with the NJDEP and County Recycling Coordinators. The questions covered various categories, including infrastructure and cost barriers, large generator engagement, small generator education, food rescue reporting and barriers, confusion over date labeling and consumer waste, marketplace solutions for ugly produce, school food waste practices, misconceptions in supermarkets and contract oversight, data collection challenges, and elements of successful programs. The email, containing the finalized responses, was sent to the NJDEP in mid-November.

### **MCMUA, New Jersey County Recycling Coordinator, and the New Jersey Association of New Jersey Recyclers (ANJR) Joint Efforts:**

#### *ANJR New Professionals Network Subcommittee Efforts:*

In November, Marrone organized and conducted several ANJR NPN meetings to discuss ongoing training, upcoming events, and the Committee's initiatives. Some of the projects we are currently working on include continued tours of member facilities, networking events for members, the development of an educational toolkit for school recycling, and updates to the ANJR webpage to highlight examples and news from our members. Of note, Marrone collaborated with other NPN members on multiple occasions to host a warehouse tour and a holiday networking event at Helpsy textile recycling in Eatontown, NJ. This event is scheduled for December 12, after the ANJR monthly Board meeting, and is open to the state's recycling professionals at no cost. It also serves as a last-minute opportunity for attendees to earn professional license credits before the year ends. So far, over 80 recycling professionals have registered to attend.

### **MCMUA Conducts Research on Food Waste and Strategically Plans Its Future Initiatives:**

In November, Eramo continued to finalize the Morris County Food Rescue Report, which summarizes findings from visits to food pantries and research on food rescue initiatives. With all site visits now complete, the report is nearly complete, with a final draft for review in early December.

#### *MCMUA Visits the Borough of Lincoln Park Food Pantry:*

On November 13, Marrone and Eramo visited the Lincoln Park Pantry to gather insightful information for the Morris County food rescue report that the Division has been working on over the last year. During their visit, we met with the Health Officer for the Lincoln Park Health Department, who provided valuable insights into the pantry's operations and logistics.

The Lincoln Park Pantry operates with a unique blend of two models they observed: the pre-packed grocery approach and the client-choice market model. Here, they've created a client-choice system that, rather than functioning like a traditional market, allows families to request the items they need in advance via a simple form. This thoughtful approach ensures that each family receives a bag packed with essentials tailored to their specific requests. The pantry not only offers frozen meats procured from a local supermarket but also a variety of nonperishable grocery staples, including canned vegetables, beans, rice, and pasta. The pantry takes great pride in being a supplemental resource, supporting families by providing food once a month, complementing any other assistance they might be receiving. Although they don't distribute large quantities of food, they ensure an abundance of additional items, such as toiletries and laundry detergent, when resources allow, serving about 60 families each month. The pantry operates with the help of a dedicated paid employee who puts in about 5 hours each week, sorting donations and preparing bags according to families' selections. Each family is allotted a convenient fifteen-minute time slot on distribution day to pick up their curated packages, ensuring a smooth and organized process.

The Lincoln Park Pantry has been fortunate to receive generous donations from individuals who drop off items at City Hall, as well as support from the Community Food Bank of New Jersey and local supermarkets. Thanks to the community's financial support, they have successfully met the needs of all families seeking assistance. While food rescue hasn't been part of their current operations, there is an opportunity to incorporate these efforts, which would bring about even greater community impact. However, it would require thoughtful planning and coordination.

### **MCMUA Attends the Rutgers Certified Recycling Professionals Course:**

Starting in September and running until May of 2026, Chavanne continues her education by completing the CRP series for certification in the fall 2025/spring 2026 semester. In addition to Chavanne, several other MRCs from Morris County are in the class. In November, Chavanne attended several CRP classes focused on the Practice and Theory courses and Communication. In these classes, Chavanne learned some new strategies for properly communicating recycling information to others. Among some of the ideas she would like to bring to the MCMUA, she would like to improve our outreach tracking. For example:

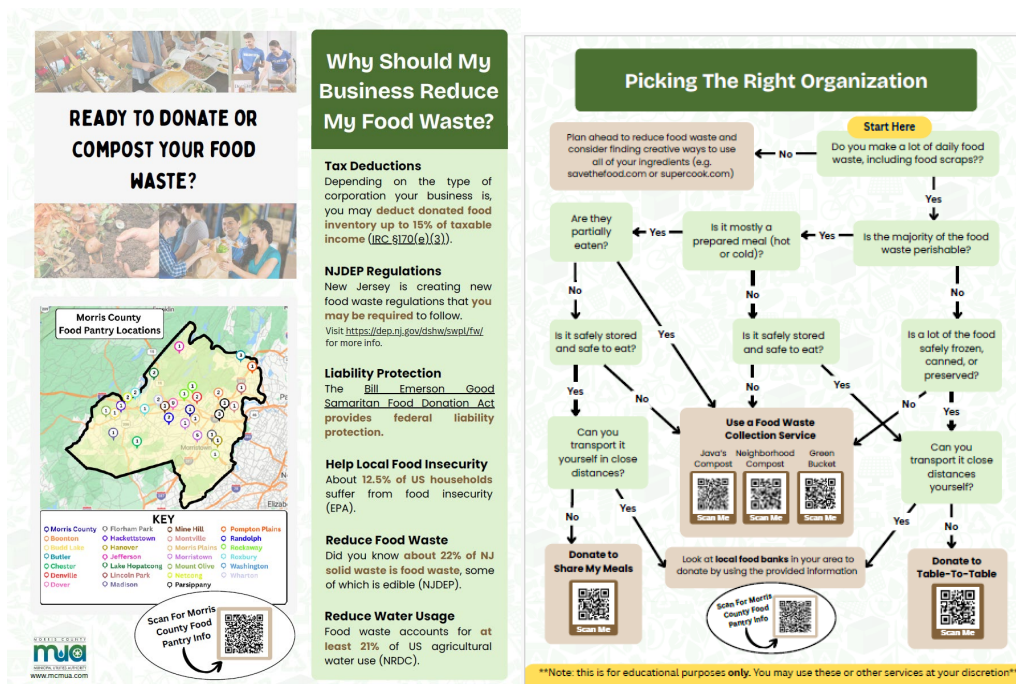
- Tracking how many people attend our booths
- Which flyers do they gravitate to the most
- Having quick surveys for residents to complete to get community feedback actively
- Using QR codes that can track how many people use them
- Strategies for keeping flyers easy to digest for readers (reduce wordiness, only provide the information they need directly, positive messaging, etc.)

By doing so, the MUA will have a better understanding of which events, activities, flyers, etc., are most effective for our residents and use the data collected to improve our outreach efforts in the future.

### *Morris County Food Waste Guide for Businesses:*

For her Practice and Theory project due, Chavanne created a flyer to encourage businesses to reduce food waste through food donations and/or food collection services. A map of local food banks was also added, allowing businesses to see how close they are to one quickly. By pinpointing their location on the map, they may feel a stronger connection to their community and be more motivated to give back. This map can also be utilized in the future for any food waste reports. It also highlights some of the many benefits of donating, such as tax deductions, legal liability protections for donors, statistics to encourage donations, and education on the NJ Food Waste Law.

Additionally, a flow chart for businesses will be included to help them determine which service best suits their needs. This aims to alleviate the burden of conducting their own research while using an engaging strategy to capture their interest, with QR codes linking to partner websites.



## MCMUA Recycling Public Outreach Educational Materials and Efforts:

In November, the Solid Waste Planning Division completed work on several educational materials for implementation with its recycling outreach operations.

### *MCMUA School Recycling Toolkit:*

In November, Civitella continued development of the School Recycling Toolkit, a resource to help schools establish and maintain effective recycling programs. Developments included incorporating feedback from other division team members, such as reformatting to improve readability, using visuals to break up dense text, and creating a more reader-friendly layout. Hyperlinks were added to the Web Resources, State Laws, and General Recycling Resources sections to enhance navigation and provide direct access to supporting materials. Additionally, the language in the Tools and Resources section was expanded to emphasize the importance of accessible signage for all age groups and the benefits of offering multilingual signage to support diverse school communities. Civitella created the General Recycling Resources section, which highlights key organizations, including ANJR, the USEPA, and NJDEP. Additionally, Civitella began developing the Clean Communities section, which will provide information on the resources available to schools through the Morris County Clean Communities program.

### *Morris County 3<sup>rd</sup> Version of the MC Environmental Guide:*

In November, the Division began reviewing our current version of the MC Environmental Guide and started making edits to update it with the latest, most relevant information. The primary goal was to reduce

wordiness and incorporate more visuals and QR codes, making the guide more engaging and user-friendly as the central in-person outreach resource. This approach will eliminate the need for multiple flyers at events and in the community, streamlining our education and information process through printed materials. Some edits included updating the Special Recycling Outlets and Household Hazardous Waste (HHW) pages. In contrast, other additions include increased information on the new offerings with the Clean Communities program and More information on our Open Space Program and our MCMUA Water Division.

### *MCMUA Food Donation Information Subpage:*

In November, Civitella continued developing a WordPress page highlighting food donation sites throughout Morris County. This page provides an overview of food waste and explains how donating surplus food can help address it. It will also feature a chart outlining local donation locations, accepted item types, and procedures for donors and recipients. Once completed, the page will serve as a valuable resource for Morris County residents who want to donate or receive food, ultimately helping reduce food waste in the county.

### *Morris County Office Recycling Excels (M.O.R.E) Program Informational Guide:*

In November, the Division started updating its educational materials for employees at the County Recycling office, which will be available on the County Intranet. Additionally, they are creating informational resources for new employees to be distributed during new employee orientations, which the Division will present and attend every other month. Marrone and Chavanne plan to attend their first meeting on December 4 and have created the two-sided flyer below for distribution along with other materials.



## Morris County Office Recycling Excels

### Office Recycling Informational Guide

#### Morris County Office Recycling Program



The Morris County Municipal Utilities Authority (MCMUA) oversees recycling operations in Morris County and collects recyclables and trash from Morris County Government Offices. The program guidelines are listed below, along with helpful tips for becoming a star recycler!

#### Shredded Paper

MCMUA does **NOT** collect shredded material in our single-stream recycling program. Shredded paper can be disposed of in the regular trash. If you would still like to recycle shredded paper, consider contacting a private document shredding company.

#### Electronic Waste

MCMUA does **NOT** collect e-waste in our single-stream collection program. Contact the [Morris County Office of Information Technology](#) for safe and responsible disposal options for county-owned electronic devices.

#### Separate Garbage & Recyclables

Label bins correctly and keep a list of acceptable recyclables near the garbage



#### Recycling Only Works When Everyone Participates!



Scan to Order  
FREE Decals to  
Label Your Bins





## What Office Supplies Go In The Recycling Bin?

#### You CAN Recycle...

• Cardboard	Flatten & don't tie	
• Plastics #1, #2, #5	Clean and dry, without caps on	
• Envelopes	With or without clear windows	
• Papers	Not shredded	
• Glass Bottles	Clean, empty, dry	
• Steel Cans	Clean, empty, dry	
• Aluminum Cans	Clean, empty, dry	
• Cartons	Clean, empty, dry	
• Paperback Books	Not spiral bound	

#### You Can Recycle IF...

• Filing Folders	IF you remove any attached plastic or metal	
• Pizza Boxes	IF there is no grease or food residue	
• Notepad	IF the paper & cardboard back is separated, not spiral bound	

#### You CAN'T Recycle...

• Bubble Wrap	• Staples	• Plastic Film
• Padded Envelopes	• Electronic Waste	• Paper Cups & Plates
• Styrofoam (i.e. cups)	• Clothing	• Plastic Utensils
• Laminated Paper	• Coffee Stirrers	• Plastic Bags
• SHREDDED Paper	• BOTTLE CAPS	• Keurig Cups
• Pens, Markers, Highlighters	• Ink Cartridges	• Paper Towels
• All Tissues	• Receipts	• Rubber Bands

#### Tips

- Clean & dry all bottles and cans
- No items with food residue
- No items with plastic film or coating
- Don't bag your recyclables

- Find alternative ways to recycle office items with special outlets, such as [TerraCycle](#) or [Staples](#), or by scanning





*Morris County Recycling Depot and Convenience Center Signage and Container Magnets:*

In November, Cumberton continued developing new signage for the municipal recycling depots and convenience centers in Morris County. These signs will provide clear instructions on how to properly dispose of specific waste materials, including appliances containing freon, mixed fiber, household trash, textiles, and electronic waste. The goal is to create consistent, visually clear signage that helps the public accurately sort and dispose of their items while maintaining a professional and educational tone. The signs are designed to match the updated visual aids used in other Morris County Municipal Utilities Authority (MCMUA) outreach materials and to improve traffic flow, reduce contamination, and enhance overall site efficiency. In addition to the signs, initial designs for magnets for recycling and trash containers were developed, which will serve as quick-reference visual guides for proper recycling practices. These magnets will be used for temporary collection events, with containers switched out frequently to ensure appropriate waste disposal and clear education for all who may use them.



*Morris County Winter Newsletter for Recycling and Clean Communities Coordinators:*

In November, the Solid Waste Planning Division collaborated to publish the winter edition of the “Reduce Reuse Review” newsletter. This edition will highlight various seasonal topics and initiatives from our Municipal Recycling Coordinators (MRCs) and Clean Communities Coordinators (CCCs), all aimed at promoting environmental awareness and sustainability. Featured articles will include tips on holiday recycling and sustainability, interviews with coordinators from Rockaway Township and Wharton Borough, vendor spotlights offering suggestions for using grant funds from both the Municipal Tonnage Grant and the Clean Communities Grant, information about upcoming events, updates on our Municipal Recycling Enhancement Mini Grants, and more. The final version is expected to be published in time for the New Year.

**MCMUA and MCOC Collaborations:**

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## *MCMUA and MCOC Social Media and Newsletter Collaborations:*

In November, Marrone worked with the Morris County Office of Communications (MCOC) and Digital Media representatives to plan future topics and create a schedule for media releases. Several posts were provided to the MCOC and published in the Morris County newsletter below.



### [Recycle Something New](#)

Recycling is a simple task that helps protect the environment, conserve natural resources, and keep our communities clean and vibrant. We all know about the more common items... [Read More](#)

### **Saturday's Household Hazardous Waste Drop Off is Last of 2025**

Tomorrow is [Household Hazardous Waste Drop Off Day](#) at the County College of Morris in Randolph, from 9 a.m. to 2 p.m. Read the details on accepted and rejected materials. Morris County residents only. Appointments at the Mount Olive facility are available.



### **Donate Toys for Tots; Feed the Hungry This Thanksgiving**

[Morris County Human Services lists emergency food resources.](#) These organizations provide meals, groceries and support to people facing food insecurity and help them get on their feet.

— On Nov. 27, Thanksgiving morning, take part in the [Read Feed Run Turkey Trot](#) to support the food pantry and Literacy Volunteers of Morris County.

— [Budget-conscious recipes.](#)

— The U.S. Marine Corps Reserves [Toys for Tots](#) campaign is underway. Drop off new, unwrapped toys by Dec. 13.



Most **containers and boxes** generated during Thanksgiving are recyclable. **Aluminum cans, glass bottles and jars, plastic bottles coded 1 and 2, steel/tin cans, corrugated cardboard and other paper** are all items that are [mandated to be recycled in N.J.](#) Check your local recycling program for other items that may be collected curbside, such as aseptic cartons, aluminum trays and #5 plastics.

— Items are recyclable only if they are **empty, clean and dry**. Recyclable materials that can't be cleaned of food residue should be thrown in the trash.

— **Bottle caps are not recyclable** because sorting equipment at the recycling facility does not capture them. Throw them in the trash.

— **Don't bag** your recyclables!

— Recycle **plastic bags** at supermarkets.

— Don't recycle **disposable dishes, cups, utensils or dirty napkins and paper towels**. Single-use, prepackaged and disposable items are generally not recyclable. Avoid them to reduce waste.

— **Drop off** used **cooking oil** in Mt. Olive.

— **Prevent food waste** by cooking or ordering for the appropriate number of people and getting creative with leftovers. [Savethefood.com](#) and other online sites have tons of ideas for leftover food and food scraps.

— Many supermarkets offer free turkeys or hams over Thanksgiving. **Consider donating** them to a [local food pantry](#).

— Learn more from the [Morris County Municipal Utilities Authority](#) and about specific [recycling info for your town](#).