



A G E N D A
CITY OF WAUPUN BOARD OF PUBLIC WORKS
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, September 09, 2025 at 4:30 PM

VIRTUAL AND TELECONFERENCE ACCESS AVAILABLE

Virtually:

<https://us02web.zoom.us/j/81987138114?pwd=jmbyz8Ck1Pdb9Bh58wB99oGOinRW9y.1>

Teleconference:

312 626 6799

Meeting ID: 819 8713 8114

Passcode: 359980

CALL TO ORDER

ROLL CALL

PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS--*State name, address, and subject of comments.*
(2 Minutes)

No Public Participation after this point.

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

1. Next Regularly Scheduled Meeting: Tuesday, October 14, 2025, 4:30 p.m. Waupun City Hall, 201 E Main Street, Waupun, WI

CONSIDERATION - ACTION

- [2.](#) Minutes from August 12, 2025 Board of Public Works Meeting
- [3.](#) Fall Yard Waste Pickup Dates
- [4.](#) Update to Ordinance 10.15 Collection of Recyclable Material

DISCUSSION

- [5.](#) Department Report for August

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.



MINUTES
CITY OF WAUPUN BOARD OF PUBLIC WORKS
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, August 12, 2025 at 4:30 PM

Chairman Siebers called meeting to order at 4:30pm.

Members present include: Alderpersons: Dan Siebers, Michael Matoushek (Online), Bobbi Jo Kunz. Citizens: Dale Heeringa, Andrew Sullivan, Greg Zonnefeld, Dave Rens. Ex Officio: DPW Director Jeff Daane. Also in attendance is Mayor Rohn Bishop, City Administrator Kathy Schlieve, Nick & Shannie Tank, Rond Smit & Eric Ferdinand, David Lemmenes, Joel Sterk, and Kathy Hendricks.

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

Next Regularly Scheduled Meeting: Tuesday, September 9, 2025, 4:30 p.m. Waupun City Hall, 201 E Main Street, Waupun, WI.

Persons Wishing to Address Board of Public Works

Mayor Rohn Bishop wishes to address the Board of Public Works to recognize the retirement of Gregg Zonnefeld as he steps down from his position on the Board of Public Works.

Consideration Actions

1. Prior Minutes

Motion Sullivan, second Kunz to approve minutes from June 10, 2025 Board of Public Works Meeting. Carried unanimously.

2. Amend Chapter Six Traffic Code Ordinance.

Complaint was received regarding the T-intersection of W. Jefferson St. and S. Division St. when making a turn due to parked vehicles. Motion Rens, second Sullivan to amend Ch.6.05(3)(e) entitled Traffic Code-No Parking to add no parking to the intersection of W. Jefferson St. and S. Division St. Carried unanimously.

3. Sign Policy & Guidelines

This is the updated version of the original stop sign policy that is now open to consider any potential new sign. Motion Siebers, second Matoushek to approve new Sign Policy & Guideline. Carried unanimously.

4. Edgewood Drive Flood Study

Daane presents Edgewood Drive Flood Study and shares the three alternatives for addressing flooding issues in the neighborhood and the potential costs and benefits for each option.

Shannie Tank, 732 Edgewood Dr, shares her experience with her basement flooding that caused them to lose a lot of personal belongings and expresses concern how the flooding impacts her property and surrounding area. There is also a concern with the chemicals from the field that washes through their yard when the neighborhood is full of kids.

Eric Ferdinand, 720 Edgewood Dr, also shares his concerns with how the flooding impacts his property and surrounding area and would like to try and find a solution that would not hurt any other properties in the process.

General discussion was held weighing all the different solutions and potential outcomes for each scenario. There was a consensus that flooding in the neighborhood is a significant issue. Members agreed on the importance of collaborating to address drainage concerns while also considering the interests of local farmers.

DISCUSSION

5. Department Report

Daane reviews monthly report for June and July that gives breakdown for total number of work orders, hours for each work order, and total costs associated.

ADJOURNMENT

Motion Sullivan, second Heeringa to adjourn this meeting at 5:28pm. Carried unanimously.



AGENDA SUMMARY SHEET

MEETING DATE: 9/9/25

TITLE: 2025 Fall yard waste dates

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Jeff Daane, Public Works Director

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government	N/A	

ISSUE SUMMARY:

Each year we set our fall curb side collection of yard waste materials. We typically start this, the week following bulk pickup.

This year we are looking at October 6th through November 10th weather permitting.

We are looking at adding these dates to our calendar that goes out for garbage and Recycling dates. If we do this we would like you to consider allowing staff to set those dates accordingly each year following spring and fall bulk pickup dates.

STAFF RECOMMENDATION:

Fall yard waste dates October 6- November 10 weather permitting

ATTACHMENTS:

RECOMMENDED MOTION:

Motion to approve the fall dates for 2025 October 6th through November 10th weather permitting. To also allow staff to set the future dates accordingly to follow bulk pickup dates for future years.



WAUPUN
CITY OF SCULPTURE

AGENDA SUMMARY SHEET

MEETING DATE: 9/9/25

TITLE: Recommend update to ordinance 10.15
Collection of recyclable material

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Jeff Daane, Public Works Director

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government	N/A	

ISSUE SUMMARY:

Each year the city applies for a recycling grant. As part of this grant request, we need to update our current Collection of recyclable materials ordinance.

STAFF RECOMMENDATION:

Approve and recommend to council the updated ordinance

ATTACHMENTS:

Old ordinance

Proposed ordinance

RECOMMENDED MOTION:

Motion to recommend to council the updated ordinance 10.15 Collection of recyclable materials

10.15 COLLECTION OF RECYCLABLE MATERIAL. (Rep. & recer. #12-06)

~~PURPOSE.~~ The purpose of this section is to promote recycling, composting, and resource recovery through the administration of an effective recycling program, as provided in §159.11, Wis. Stats., and Ch. NR 544, Wis. Adm. Code.

~~(2) STATUTORY AUTHORITY AND INTERPRETATION.~~ This section is adopted as authorized under §287.09(3)(b), Wis. Stats., and the police powers of the City. Where a provision of this section is required by the Wisconsin Statutes, or by a standard in Ch. NR 544, Wis. Adm. Code, and where the section provision is unclear, the provision shall be interpreted in light of the Wisconsin Statutes and the Ch. NR 544 standards in effect on the date of the adoption of this section, or in effect on the date of the most recent text amendment of this section.

~~(3) ADMINISTRATION.~~ The provisions of this section shall be administered by the Director of Public Works and the Board of Public Works for the City.

~~(4) DEFINITIONS.~~ For the purposes of this section:

~~*Bi-metal container* means a container for carbonated or malt beverages that are made primarily of a combination of steel and aluminum.~~

~~*Container board* means corrugated paperboard used in the manufacture of shipping containers and related products.~~

~~*Foam polystyrene packaging* means packaging made primarily from foam polystyrene that satisfies one of the following criteria:~~

~~(a) Is designed for serving food or beverages.~~

~~(b) Consists of loose particles intended to fill space and cushion the packaged article in a shipping container.~~

~~(c) Consists of rigid materials shaped to hold and cushion the packaged article in a shipping container.~~

~~*Magazines* means magazines and other materials printed on similar paper.~~

~~*Major appliance* means a residential or commercial air conditioner, clothes dryer, clothes washer, dishwasher, freezer, microwave oven, oven, refrigerator, stove, television set, computer monitor, humidifier, dehumidifier, furnace, boiler or water heater.~~

~~*Multiple family dwelling* means a property containing 5 or more residential units, including those which are occupied seasonally.~~

~~*Newspaper* means a newspaper and other materials printed on newsprint.~~

~~*Nonresidential facilities and properties* mean commercial, retail, industrial, institutional and governmental facilities and properties. This term does not include multiple family dwellings.~~

~~Office paper~~ means high grade printing and writing papers from offices in nonresidential facilities and properties. Printed white ledger and computer printout are examples of office paper generally accepted as high grade. This term does not include industrial process waste.

~~One-family to 4-family residence~~ means a property containing one to 4 residential units, including those which are occupied seasonally.

~~Person~~ includes any individual, corporation, partnership, association, local government unit, as defined in § 66.299(1)(a), Wis. Stats., state agency or authority or federal agency.

~~Plastic container~~ means an individual, separate, rigid plastic bottle, can, jar or carton, except for a blister pack, that is originally used to contain a product that is the subject of a retail sale.

~~Plastic #1~~ means polyethylene terephthalate (PETE), labeled by SPI code #1.

~~Plastic #2~~ means high density polyethylene (HDPE), labeled by SPI code #2.

~~Plastic #3~~ means polyvinyl chloride (PVC), labeled by SPI code #3.

~~Plastic #4~~ means low density polyethylene (LDPE), labeled by SPI code #4.

~~Plastic #5~~ means polypropylene (PP), labeled by SPI code #5.

~~Plastic #6~~ means polystyrene (PS), labeled by SPI code #6.

~~Plastic #7~~ means plastic resins labeled by SPI code #7.

~~Postconsumer waste~~ means solid waste other than solid waste generated in the production of goods, hazardous waste, as defined in §291.01(7), Wis. Stats., waste from construction and demolition of structures, scrap automobiles, or high volume industrial waste, as defined in §289.01(17), Wis. Stats.

~~Recyclable materials~~ include lead acid batteries, major appliances; waste oil; yard waste; aluminum containers; corrugated paper or other container board; foam polystyrene packaging; glass containers; magazines; newspaper; office paper; rigid plastic containers, including those made of plastic #1—7; steel containers; waste tires; and bi-metal containers.

~~Solid waste~~ has the meaning specified in §289.01(33) Wis. Stats.

~~Solid waste facility~~ has the meaning specified in §289.01(35), Wis. Stats.

~~Solid waste treatment~~ means any method, technique or process which is designed to change the physical, chemical or biological character or composition of solid waste. "Treatment" includes incineration.

~~Waste antifreeze~~ means a substance added to a liquid (as the water in an automobile engine) to lower its freezing point that has been used and removed from a vehicle.

~~Waste tire~~ means a tire that is no longer suitable for its original purpose because of wear, damage or defect.

~~Yard waste~~ means leaves, grass clippings, yard and garden debris and brush, including clean woody vegetative material no greater than 6 inches in diameter, and free of plastic or metal fasteners. This term does not include stumps, roots or shrubs with intact root balls.

~~(5) SEPARATION AND CARE OF RECYCLABLE MATERIALS.~~

~~(a) General. Occupants of one-family to 4-family residences, multiple-family dwellings and nonresidential facilities and properties shall separate for recycling the following materials from postconsumer waste:~~

- ~~1. Lead acid batteries.~~
- ~~2. Major appliances.~~
- ~~3. Waste oil.~~
- ~~4. Yard waste.~~
- ~~5. Aluminum containers.~~
- ~~6. Bi-metal containers.~~
- ~~7. Corrugated paper or other container board.~~
- ~~8. Foam polystyrene packaging.~~
- ~~9. Glass containers.~~
- ~~10. Magazines.~~
- ~~11. Newspaper.~~
- ~~12. Office paper.~~
- ~~13. Rigid plastic containers made of plastic #1—7.~~
- ~~14. Steel containers.~~
- ~~15. Waste tires.~~
- ~~16. Waste antifreeze.~~

~~(b) Exemptions. The separation requirements of subsection (5)(a) do not apply to the following:~~

- ~~1. Occupants of one-family to 4-family residences, multiple-family dwellings and nonresidential facilities and properties that send their postconsumer waste to a processing facility certified by DNR under NR 544.16, Wis. Adm. Code that recovers the materials specified in subsection (5)(a) from solid waste in as pure a form as is technically feasible.~~
- ~~2. Solid waste which is burned as a supplemental fuel at a facility if less than 30% of the input to the facility is derived from the solid waste burned as supplemental fuel.~~
- ~~3. A recyclable material specified in subsection (5)(a) 5.—15. for which a variance has been granted by the DNR under §287.11(2m), Wis. Stats., or §NR 544.14, Wis. Adm. Code.~~

~~(c) Care of Separated Recyclables. To the greatest extent practicable, the recyclable materials separated in accordance with subsection (5)(a) shall be clean and kept free of~~

contaminants such as food or product residue, oil or grease, or other nonrecyclable materials, including, but not limited to, household hazardous waste, medical waste, and agricultural chemical containers. Recyclable materials shall be stored in a manner which protects them from wind, rain, and other inclement weather conditions.

- ~~(d) Prohibitions on Disposal of Recyclables. No person may dispose of in a solid waste disposal facility or burn in a solid waste treatment facility any of the materials specified in subsection (5)(a) which have been separated for recycling, except waste tires may be burned with energy recovery in a solid waste treatment facility.~~

~~(6) RECYCLING FOR ONE FAMILY TO 4 FAMILY RESIDENCES.~~

- ~~(a) Management of Lead Acid Batteries, Major Appliances, Waste Oil, Waste Antifreeze, Yard Waste and Waste Tires. Occupants on one family to 4 family residences shall deliver lead acid batteries, major appliances, waste oil, waste antifreeze, yard waste and waste tires to a drop-off site or recycling facility designated by the City, except for the scheduled pickup of yard waste by the Department of Public Works.~~
- ~~(b) Management of Other Recyclable Materials. Except as otherwise provided here, occupants of one family to 4 family residences shall separate the following recyclables from other garbage and refuse for curbside pickup:~~
- ~~1. Aluminum containers.~~
 - ~~2. Bi-metal containers.~~
 - ~~3. Corrugated paper or other container board.~~
 - ~~4. Foam polystyrene packaging.~~
 - ~~5. Glass containers.~~
 - ~~6. Magazines.~~
 - ~~7. Newspapers.~~
 - ~~8. Office paper.~~
 - ~~9. Rigid plastic containers of plastic #1—7.~~
 - ~~10. Steel containers.~~
- ~~(c) Curbside Placement. All recyclable items generated from within the City, must be placed in carts along the curbside, or near the driveway/parking space if lacking curb and gutter as these will be emptied via automated service. Carts shall be placed abutting the property where the recycled materials were generated, in accordance with regulations developed by the Board of Public Works, not sooner than 24 hours prior to the established date of collection and no later than 7:00 a.m. on the collection day. Empty recycling containers shall be removed by the resident or property owner within 24 hours after collection is made.~~

~~(7) RECYCLING FOR MULTIPLE FAMILY DWELLINGS AND NONRESIDENTIAL FACILITIES AND PROPERTIES.~~

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- ~~(a) Management of Lead Acid Batteries, Major Appliances, Waste Oil, Waste Antifreeze, Yard Waste and Waste Tires.~~ Occupants of multiple family dwellings and nonresidential facilities and properties shall deliver lead acid batteries, major appliances, waste oil, waste antifreeze, yard waste and waste tires to a drop-off site or recycling facility designated by the City, except for the scheduled pick-up of yard waste by the Department of Public Works.
- ~~(b) Management of Other Recyclable Materials.~~ Owners or designated agents of multiple family dwellings and nonresidential facilities and properties shall provide for the collection and delivery to a drop-off site or recycling facility of the following recyclables from their users, tenants and occupants:
- ~~1. Aluminum containers.~~
 - ~~2. Bi-metal containers.~~
 - ~~3. Corrugated paper or other container board.~~
 - ~~4. Foam polystyrene packaging.~~
 - ~~5. Glass containers.~~
 - ~~6. Magazines.~~
 - ~~7. Newspapers.~~
 - ~~8. Office paper.~~
 - ~~9. Rigid plastic containers of plastic #1—7.~~
 - ~~10. Steel containers.~~
- ~~(c) Exemptions.~~ The requirements specified in subsection (b) do not apply to the owners or designated agents of multiple and nonresidential facilities and properties if the postconsumer waste generated within the facility or property is treated at a processing facility in compliance with state regulations and licensing requirements that recovers for recycling the materials specified in subsection (5)(a)5.—15. from said solid waste in as pure a form as is technically feasible.
- ~~(d) Notice of Recycling Program.~~ Owners or designated agents of multiple family dwellings and nonresidential facilities and properties shall notify in writing, at least semiannually, all users, tenants and occupants and about the established recycling program, including reasons to reduce and recycle, which materials are collected, how to prepare materials in order to meet the processing requirements, collection methods or sites, locations and hours of operation, and a contact person or company, including a name, address and telephone number.
- ~~(8) REFUSAL OF SERVICE.~~ Any collector may refuse to furnish collection service of recyclable items or material, garbage or of nonrecyclable materials to any person not complying with this ordinance and the rules and regulations established by the Board of Public Works for the collection of recyclable materials and the separation of recyclable materials.

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- ~~(9) SCAVENGING. No person shall collect or remove any recyclable material that has been deposited or placed at the curb or in a container for the purpose of collection for recycling. This restriction shall not apply to persons under contract with or licensed by the City for collection of recyclables.~~
- ~~(10) ENFORCEMENT. For the purpose of ascertaining compliance with the provisions of this ordinance, any authorized officer, employee or representative of the City, may inspect recyclable materials separated for recycling, postconsumer waste intended for disposal, recycling collection sites and facilities, collection vehicles, collection area of multiple-family dwellings and nonresidential facilities and properties, and any records relating to recycling activities, which shall be kept confidential when necessary to protect proprietary information. No person may refuse access to any authorized officer, employee or authorized representative of the City who requests access for purposes of inspection, and who presents appropriate credentials. No person may obstruct, hamper, or interfere with such an inspection. Any person who violates a provision of this ordinance may be issued a citation by the Waupun Police Department to collect forfeitures. The issuance of a citation shall not preclude proceeding under any other ordinance or law relating to the same or any other matter. Proceeding under any other ordinance or law relating to the same or any other matter shall not preclude the issuance of a citation under this paragraph.~~
- ~~(11) PENALTIES. Penalties for violating this ordinance may be assessed as follows:~~
- ~~(a) Any person who violates this ordinance may be required to forfeit a fee as established annually by the Common Council on the Fee Schedule for a first violation, a fee as established annually by the Common Council on the Fee Schedule for a second violation, and a fee as established annually by the Common Council on the Fee Schedule for a third or subsequent violation.~~

~~(Ord. No. 23-09, § 6, 11-28-2023)~~

10.17 COLLECTION AND DISPOSAL OF SOLID WASTE. (Cr. #12-03; Am. #12-03-2)

- ~~(1) The Board of Public Works shall manage and contract for the collection and disposal of solid waste, other than items that are required to be collected for recycling under Section 1.01 of this Code, at such intervals and in conformity with such regulations as may be developed and published from time to time by the Board.~~
- ~~(2) Effective August 1, 2012, City government provided collection of such waste shall be available to all single family and 2 family through 4 family residential dwellings and municipal government facilities. All other waste generators in the City are required to secure waste collection and disposal services from persons licensed by the state and City to provide such services.~~
- ~~(3) No person residing outside the City shall bring solid waste into the City for collection or disposal, unless to an operating private recycling center, and no person shall permit solid waste to be brought into the City, or be a party to bringing into the City such solid waste,~~

~~with the intended purpose of having such waste collected and disposed of by the City or by any other person.~~

~~(4) Solid waste generated from within the City, for collection and disposal by the City, must be placed in carts along the curbside, or near the driveway/parking space if lacking curb and gutter as these will be emptied via automated service. Carts shall be placed abutting the property where the waste was generated, in accordance with regulations developed by the Board of Public Works, not sooner than 24 hours prior to the established date of collection and no later than 7:00 a.m. on the collection day. Solid waste will be picked up on a weekly basis.~~

~~(a) Empty solid waste containers shall be removed from the curbside by the resident or property owner within 24 hours after collection is made.~~

~~(b) Solid waste rejected for collection because of violation of Board of Public Works regulations shall be removed by the resident or property owner within 24 hours after collection would have been made.~~

~~(c) Violations of this §10.17 may be required to forfeit a fee as established annually by the Common Council on the Fee Schedule for a first violation, a fee as established annually by the Common Council on the Fee Schedule for a second violation, and a fee as established annually by the Common Council on the Fee Schedule for a third or subsequent violation.~~

~~(5) Bulk item pickup will be scheduled twice per year. The pick ups will be the 2nd week of April and the 2nd week of October and will be picked up on your scheduled trash pick up day. Bulk items generated from within the City, must be placed along the curbside, or near the driveway/parking space if lacking curb and gutter. Items may be placed at the curbside not sooner than 24 hours prior to the established date of collection and no later than 7:00 a.m. on the collection day.~~

~~(a) The following items are identified as bulky waste that will be collected:~~

~~Furniture~~

~~Rolled carpeting (4 foot maximum length)~~

~~Cabinets~~

~~Countertops~~

~~Mattresses/bed springs~~

~~Nonmetal doors~~

~~Wood windows~~

~~Wooden playground equipment~~

~~(b) Excluded items:~~

~~Uncontainerized or piles of construction material~~

~~Large appliances (stoves, washers, dryers, etc.)~~

~~Freon-containing items (refrigerators, AC units, freezers)~~

~~Tires~~

~~Batteries~~

~~Fluorescent lights/bulbs~~

~~TVs/DVD players/VCR~~

~~Computer equipment~~

~~Electronic items banned from landfills~~

~~(Ord. No. 23-09, § 6, 11-28-2023)~~

1.01 Title. Recycling Ordinance for the Collection of Recyclable Material.

1.02 Purpose. The purpose of this ordinance is to promote recycling, composting, and resource recovery through the administration of an effective recycling program, as provided in s. 287.11, Wis. Stats., and ch. NR 544, Wis. Adm. Code.

1.03 Statutory Authority. This ordinance is adopted as authorized under s. 287.09(3)(b), Wis. Stats., and the police powers of the City.

1.04 Abrogation and Greater Restrictions. It is not intended by this ordinance to repeal, abrogate, annul, impair or interfere with any existing rules, regulations, ordinances or permits previously adopted or issued pursuant to law. However, whenever this ordinance imposes greater restrictions, the provisions of this ordinance shall apply.

1.05 Interpretation. In their interpretation and application, the provisions of this ordinance shall be held to be the minimum requirements and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes. Where any terms or requirements of this ordinance may be inconsistent or conflicting, the more restrictive requirements or interpretation shall apply. Where a provision of this ordinance is required by Wisconsin Statutes, or by a standard in ch. NR 544, Wis. Adm. Code, and where the ordinance provision is unclear, the provision shall be interpreted in light of the Wisconsin Statutes and the ch. NR 544 standards in effect on the date of the adoption of this ordinance, or in effect on the date of the most recent text amendment to this ordinance.

1.06 Severability. Should any portion of this ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected.

1.07 Applicability. The requirements of this ordinance apply to all persons within the City of Waupun.

1.08 Administration. The provisions of this ordinance shall be administered by the Director of Public Works and the Board of Public Works for the City.

1.09 Effective Date. The provisions of this ordinance shall take effect on the date of the adoption of this section, or in effect on the date of the most recent text amendment of this section.

1.10 Definitions. For the purpose of this ordinance:

- 1) “Bi-metal container” means a container for carbonated or malt beverages that is made primarily of a combination of steel and aluminum.
- 2) “Container board” means corrugated paperboard used in the manufacture of shipping containers and related products.
- 3) “Foam polystyrene packaging” means packaging made primarily from foam polystyrene that satisfies one of the following criteria:

- a) Is designed for serving food or beverages.
- b) Consists of loose particles intended to fill space and cushion the packaged article in a shipping container.
- c) Consists of rigid materials shaped to hold and cushion the packaged article in a shipping container.
- 4) "Glass Container" means a glass bottle, jar or other packaging container used to contain a product that is the subject of a retail sale and does not include ceramic cups, dishes, oven ware, plate glass, safety and window glass, heat-resistant glass such as pyrex, lead based glass such as crystal, or TV tubes.
- 5) "HDPE" means high density polyethylene, labeled by the resin code # 2.
- 6) "LDPE" means low density polyethylene, labeled by the resin code # 4.
- 7) "Magazines" means magazines and other materials printed on similar paper.
- 8) "Major appliance" means a residential or commercial air conditioner, clothes dryer, clothes washer, dishwasher, freezer, microwave oven, oven, refrigerator, furnace, boiler, dehumidifier, water heater or stove.
- 9) "Multiple-family dwelling" means a structure containing 5 or more residential units, including units that are occupied seasonally.
- 10) "Newspaper" means a newspaper and other materials printed on newsprint.
- 11) "Non-residential facilities and properties" means commercial, retail, industrial, institutional and government facilities and properties. Non-residential facilities and properties includes any location at which goods or services are provided or manufactured, including locations under construction, demolition, or remodeling, or used for special events such as fairs, festivals, sport venues, conferences, and exhibits. This term does not include multiple family dwellings.
- 12) "Office paper" means a variety of high-grade printing and writing papers. This term does not include industrial process waste, newspaper or packaging.
- 13) "Other resins or multiple resins" mean plastic resins labeled by the resin code # 7.
- 14) "Person" includes any individual, corporation, limited liability company, partnership, association, local government unit, as defined in s. 66.0131(1)(a), Wis. Stats., state agency or authority or federal agency.
- 15) "PETE" or "PET" means polyethylene terephthalate, labeled by the resin code # 1.
- 16) "Plastic container" means an individual, separate, rigid plastic bottle, can, jar or carton, except for a blister pack, that is originally used to contain a product that is the subject of a retail sale.
- 17) "Postconsumer waste" means solid waste other than solid waste generated in the production of goods, hazardous waste, as defined in s. 291.01(7) Wis. Stats., waste from construction and demolition of structures, scrap automobiles, or high-volume industrial waste, as defined in s. 289.01(17)., Wis. Stats.
- 18) "PP" means polypropylene, labeled by the resin code # 5.
- 19) "PS" means polystyrene, labeled by the resin code # 6.
- 20) "PVC" means polyvinyl chloride, labeled by the resin code # 3.
- 21) "Recyclable materials" includes lead acid batteries; major appliances; waste oil; yard waste; aluminum containers; corrugated paper or other container board; foam polystyrene packaging; glass containers; magazines; newspaper; office paper; rigid plastic containers, including those made of PETE, HDPE, PVC, LDPE, PP, PS and other resins or multiple resins; steel containers; waste tires; and bi-metal containers.

- 22) "Solid waste" has the meaning specified in [s. 289.01\(33\), Wis. Stats.](#)
- 23) "Solid waste facility" has the meaning specified in [s. 289.01\(35\), Wis. Stats.](#)
- 24) "Solid waste treatment" means any method, technique or process which is designed to change the physical, chemical or biological character or composition of solid waste.
"Treatment" includes incineration.
- 25) "Waste antifreeze" means a substance added to a liquid (as the water in an automobile engine) to lower its freezing point that has been used and removed from a vehicle.
- 26) "Waste tire" means a tire that is no longer suitable for its original purpose because of wear, damage or defect.
- 27) "Yard waste" means leaves, grass clippings, yard and garden debris and brush, including clean woody vegetative material no greater than 6 inches in diameter. This term does not include stumps, roots or shrubs with intact root balls.

1.11 *Separation of Recyclable Materials. Occupants of single family and 2-to-4-unit residences, multiple-family dwellings and non-residential facilities and properties shall separate the following materials from postconsumer waste:

- 1) Lead acid batteries
- 2) Major appliances
- 3) Waste oil
- 4) Yard waste
- 5) Aluminum containers
- 6) Bi-metal containers
- 7) Corrugated paper or other container board
- 8) Foam polystyrene packaging
- 9) Glass containers
- 10) Magazines
- 11) Newspaper
- 12) Office paper
- 13) Rigid plastic containers made of PETE, HDPE, PVC, LDPE, PP, PS, and other resins or multiple resins
- 14) Steel containers
- 15) Waste antifreeze
- 16) Waste tires

1.12 *Separation Requirements Exempted. The separation requirements of s. 1.11 do not apply to the following:

- 1) Occupants of single family and 2-to-4-unit residences, multiple-family dwellings and non-residential facilities and properties that send their postconsumer waste to a processing facility licensed by the Wisconsin Department of Natural Resources that recovers the materials specified in s. 1.11 from solid waste in as pure a form as is technically feasible.
- 2) Solid waste which is burned as a supplement fuel at a facility if less than 30 % of the heat input to the facility is derived from the solid waste burned as supplement fuel.
- 3) A recyclable material specified in s. 1.11(5) through (15) for which a variance has been granted by the Department of Natural Resources under s. 287.11(2m), Wis. Stats., or s. NR 544.14, Wis. Adm. Code.

1.13 Care of Separated Recyclable Materials. To the greatest extent practicable, the recyclable materials separated in accordance with s. 1.11 shall be clean and kept free of contaminants such as food or product residue, oil or grease, or other non-recyclable materials, including but not limited to household hazardous waste, medical waste, and agricultural chemical containers. Recyclable materials shall be stored in a manner which protects them from wind, rain, and other inclement weather conditions.

1.14 Management of Lead Acid Batteries, Major Appliances, Waste Oil and Yard Waste. Occupants of single family and 2-to-4-unit residences, multiple-family dwellings and non-residential facilities and properties shall manage lead acid batteries, major appliances, waste oil, and yard waste as follows:

- 1) Lead acid batteries shall be delivered to drop-off site or recycling facility designated by the City.
- 2) Major appliances shall be delivered to drop-off site or recycling facility designated by the City.
- 3) Waste oil shall be delivered to drop-off site or recycling facility designated by the City.
- 4) Yard waste shall be delivered to drop-off site or recycling facility designated by the City, except for the scheduled pickup of yard waste by the Department of Public Works

1.15 Preparation and Collection of Recyclable Materials. Except as otherwise directed by the Board of Public Works and/or City of Waupun, occupants of single family and 2-to-4-unit residences shall do the following for the preparation and collection of the separated materials specified in s. 1.11(5) through (15):

- 1) Aluminum containers shall be separated from other garbage and refuse for curbside pickup.
- 2) Bi-metal containers shall be separated from other garbage and refuse for curbside pickup.
- 3) Corrugated paper or other container board shall be separated from other garbage and refuse for curbside pickup.
- 4) Foam polystyrene packaging shall be separated from other garbage and refuse for curbside pickup.
- 5) Glass containers shall be separated from other garbage and refuse for curbside pickup.
- 6) Magazines shall be separated from other garbage and refuse for curbside pickup.
- 7) Newspaper shall be separated from other garbage and refuse for curbside pickup.
- 8) Office paper shall be separated from other garbage and refuse for curbside pickup.
- 9) Rigid plastic containers shall be separated from other garbage and refuse for curbside pickup.
- 10) Steel containers shall be separated from other garbage and refuse for curbside pickup.
- 11) Waste tires shall be delivered to drop-off site or recycling facility designated by the City.

1.16 *Responsibilities of Owners or Designated Agents of Multiple-Family Dwellings.

- 1) Owners or designated agents of multiple-family dwellings shall do all of the following to recycle the materials specified in s. 1.11(5) through (15):
 - a) Provide adequate, separate containers for the recycling program established in compliance with the ordinance. The number of recycling containers shall equal or be greater than the number of trash containers and at least one of the following shall be met:
 - i. The minimum total volume of recycling container space is equal to 20 gallons per week per dwelling unit.
 - ii. The ratio of trash container volume to recycling container volume is at most 2:1.
 - iii. An alternative method that does not result in the overflow of a recycling container during the time period between collection of materials and delivery to a recycling facility.
 - b) Notify tenants in writing at the time of renting or leasing the dwelling and at least semi-annually thereafter about the established recycling program.
 - c) Provide for the collection of the materials separated from the solid waste by the tenants and the delivery of the materials to a recycling facility.
 - d) Notify tenants which materials are collected, how to prepare the materials in order to meet the processing requirements, collection methods or sites, and locations of drop-off collection sites to recycle materials not collected on-site.
- 2) The requirements specified in 1) do not apply to the owners or designated agents of multiple-family dwellings if the postconsumer waste generated within the dwelling is treated at a processing facility licensed by the Department of Natural Resources that recovers for recycling the materials specified in s. 1.11(5) through (15) from solid waste in as pure a form as is technically feasible.

1.17 *Responsibilities of Owners or Designated Agents of Non-Residential Facilities and Properties.

- 1) Owners or designated agents of non-residential facilities and properties shall do all of the following to recycle the materials specified in s. 1.11(5) through (15):
 - (a) Provide adequate, separate containers for the recycling program established under this section. The total volume of recycling containers shall be sufficient to avoid overflow during the time period between collection of materials and delivery to a recycling facility.
 - (b) Notify in writing, at least semi-annually, all users, tenants and occupants of the properties about the established recycling program.
 - (c) Provide for the collection of the materials separated from the solid waste by the users, tenants and occupants and the delivery of the materials to a recycling facility.
 - (d) Notify users, tenants and occupants which materials are collected, how to prepare materials in order to meet the processing requirements, collection methods or sites, and locations of drop-off collection sites to recycle materials not collected on-site.

- 2) The requirements specified in 1) do not apply to the owners or designated agents of non-residential facilities and properties if the postconsumer waste generated within the facility or property is treated at a processing facility licensed by the Department of Natural Resources that recovers for recycling the materials specified in s. 1.11 (5) through (15) from solid waste in as pure a form as is technically feasible.

1.18 *Prohibitions on Disposal of Recyclable Materials Separated for Recycling.

No person may dispose of in a solid waste disposal facility or burn in a solid waste treatment facility any of the materials specified in s. 1.11 (5) through (15) that have been separated for recycling, except waste tires may be burned with energy recovery in a solid waste treatment facility.

1.19 *Enforcement.

- 1) For the purpose of ascertaining compliance with the provisions of this ordinance, any authorized officer, employee or representative of the City may inspect recyclable materials separated for recycling, postconsumer waste intended for disposal, recycling collection sites and facilities, collection vehicles, collection areas of multiple-family dwellings and non-residential facilities and properties, and any records relating to recycling activities, which shall be kept confidential when necessary to protect proprietary information. No person may refuse access to any authorized officer, employee or authorized representative of the City who requests access for purposes of inspection, and who presents appropriate credentials. No person may obstruct, hamper, or interfere with such an inspection.
- 2) Any person who violates a provision of this ordinance may be issued a citation by The Waupun Police Department to collect forfeitures. The issuance of a citation shall not preclude proceeding under any other ordinance or law relating to the same or any other matter. Proceeding under any other ordinance or law relating to the same or any other matter shall not preclude the issuance of a citation under this paragraph.
- 3) Penalties for violating this ordinance may be assessed as follows:
 - (a) Any person who violates this ordinance may be required to forfeit a fee as established annually by the Common Council on the Fee Schedule for a first violation, a fee as established annually by the Common Council on the Fee Schedule for a second violation, and a fee as established annually by the Common Council on the Fee Schedule for a third or subsequent violation.

(Ord. No. 23-09, § 6, 11-28-2023)

1. 20 Curbside Placement. All recyclable items generated from within the City, must be placed in carts along the curbside, or near the driveway/parking space if lacking curb and gutter as these will be emptied via automated service. Carts shall be placed abutting the property where the recycled materials were generated, in accordance with regulations developed by the Board of Public Works, not sooner than 24 hours prior to the established date of collection and no later than 6:00 a.m. on the collection day. Empty recycling containers shall be removed by the resident or property owner within 24 hours after collection is made.

1.21 Refusal of Service. Any collector may refuse to furnish collection service of recyclable items or material, garbage or of nonrecyclable materials to any person not complying with this ordinance and the rules and regulations established by the Board of Public Works for the collection of recyclable materials and the separation of recyclable materials.

1.22 Scavenging. No person shall collect or remove any recyclable material that has been deposited or placed at the curb or in a container for the purpose of collection for recycling. This restriction shall not apply to persons under contract with or licensed by the City for collection of recyclables.

1.23 Collection and Disposal of Solid Waste. (Cr. #12-03; Am. #12-03-2)

- (1) The Board of Public Works shall manage and contract for the collection and disposal of solid waste, other than items that are required to be collected for recycling under Section 1.01 of this Code, at such intervals and in conformity with such regulations as may be developed and published from time to time by the Board.
- (2) Effective August 1, 2012, City government-provided collection of such waste shall be available to all single-family and 2-family through 4-family residential dwellings and municipal government facilities. All other waste generators in the City are required to secure waste collection and disposal services from persons licensed by the state and City to provide such services.
- (3) No person residing outside the City shall bring solid waste into the City for collection or disposal, unless to an operating private recycling center, and no person shall permit solid waste to be brought into the City, or be a party to bringing into the City such solid waste, with the intended purpose of having such waste collected and disposed of by the City or by any other person.
- (4) Solid waste generated from within the City, for collection and disposal by the City, must be placed in carts along the curbside, or near the driveway/parking space if lacking curb and gutter as these will be emptied via automated service. Carts shall be placed abutting the property where the waste was generated, in accordance with regulations developed by the Board of Public Works, not sooner than 24 hours prior to the established date of collection and no later than 7:00 a.m. on the collection day. Solid waste will be picked up on a weekly basis.
 - (a) Empty solid waste containers shall be removed from the curbside by the resident or property owner within 24 hours after collection is made.
 - (b) Solid waste rejected for collection because of violation of Board of Public Works regulations shall be removed by the resident or property owner within 24 hours after collection would have been made.
 - (c) Violations of this §10.17 may be required to forfeit a fee as established annually by the Common Council on the Fee Schedule for a first violation, a fee as established annually by the Common Council on the Fee Schedule for a second violation, and a fee as established annually by the Common Council on the Fee Schedule for a third or subsequent violation.

- (5) Bulk item pickup will be scheduled twice per year, occurring once in Fall and once in Spring and will be picked up on your scheduled trash pick-up day. Bulk items generated from within the City, must be placed along the curbside, or near the driveway/parking space if lacking curb and gutter. Items may be placed at the curbside not sooner than 24 hours prior to the established date of collection and no later than 6:00 a.m. on the collection day.

- (a) The following items are identified as bulky waste that will be collected:

Furniture

Rolled carpeting (4 foot maximum length)

Cabinets

Countertops

Mattresses/bed springs

Nonmetal doors

Wood windows

Wooden playground equipment

- (b) Excluded items:

Uncontainerized or piles of construction material

Large appliances (stoves, washers, dryers, etc.)

Freon-containing items (refrigerators, AC units, freezers)

Tires

Batteries

Fluorescent lights/bulbs

TVs/DVD players/VCR

Computer equipment

Electronic items banned from landfills

(Ord. No. 23-09, § 6, 11-28-2023)

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