



RESIDENTIAL SANITATION AND RECYCLING MANUAL

This manual provides information regarding the residential sanitation and recycling program in the [City of West Fargo](http://www.cityofwestfargo.com). If you have any additional questions, please contact the Public Works Department of Sanitation at 701-433-5400 or publicworks@westfargond.gov.

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INTRODUCTION:

In West Fargo, the City of West Fargo collects residential garbage and Waste Management, Inc. collects residential recycling. The city is divided into five different zones, each with their own collection day. ([See Zone Map](#)) Garbage is collected once a week and recycling is collected every other week. After determining the day of the week your refuse will be collected on the Zone Map, refer to the map to determine if your zone is gold or green. This color determines the weeks that your recycling will be collected.

On collection day, up to three trucks will visit your residence to collect garbage and recycling – a City of West Fargo garbage truck, a City of West Fargo large material truck and a Waste Management, Inc. recycling truck.

The time your materials are collected may vary each week. Therefore, residents should place their materials at the curb by 7 a.m. on collection day and allow all of the trucks until 5 p.m. to pick up the materials.

CLEAN UP WEEK:

For one week each year, the City of West Fargo provides pickup service for large items to residents free of charge. This normally takes place the first full week of May and will match up with the City of Fargo's schedule. During this time, we will be picking up appliances, building materials, broken furniture, bush in manageable piles, etc. All items must be placed on the boulevard on your normal collection day. In addition to Clean Up Week, the Transfer Station also accepts these products daily throughout the year, at no charge to West Fargo residents. For more information, please visit www.cleanupweek.com in the spring.

DUMPSTER RENTAL:

For large projects, such as construction projects, cleaning, remodeling, the Department of Sanitation has two options for rental – dumpsters and roll-off boxes. Virtually everything can go into a bin, except items that are classified as hazardous waste, appliances or tires. Your unit should be emptied every time the garbage is level with the top of the container, not over the top of the container.

Options	Size	Project Type	Fees
Dumpster	6 yards	<ul style="list-style-type: none">• Small remodels• Cleaning	\$14.00 delivery fee \$120.00/empty
Roll-Off Box	20 or 30 yards	<ul style="list-style-type: none">• Renovating• Large projects	\$160.00/empty \$43.00/per ton of refuse when emptied

To order a dumpster or roll-off box, contact the Department of Sanitation at 701-433-5400.

GARBAGE CONTAINERS:

The City of West Fargo will supply and maintain one 64-gallon garbage container for each residential customer. Extra containers are available for purchase upon request for \$50.

If you have more garbage than what fits into the provided container, you may use an acceptable garbage container alongside of the supplied container.

Acceptable containers are plastic bags, heavy duty trash bags, boxes or trash cans. All trash cans should be tapered and watertight, with handles and a cover. They should be designed to hold at least 20 gallons and no more than 35 gallons. Please do not fasten your container lids to the cans.

The city supplied cans will be picked up using an automated truck, all other garbage will be picked with a separate rear-load manual truck. The two trucks do not travel together, so refuse will often be picked up at separate times.

GARBAGE CONTAINER PLACEMENT:

Garbage containers and recycling containers should be placed on the curb with 3 feet of separation between the containers and other items. Please, do not place containers or other items on snowbanks for collection.

HOLIDAYS:

The City of West Fargo observes the following holidays and will not pick up garbage on these days: New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving, Christmas Eve and Christmas Day. If the holiday falls Monday through Thursday, the pick up for that holiday will be the following day. If the holiday falls on a Friday, the refuse will be picked up Thursday. ([See holiday collection schedule](#))

Waste Management, Inc. observes the following holidays and will not pick up recycling on these days: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas Day. Recycling will be picked up the day following each holiday. All additional days for that week will also be one day behind. Weeks with a holiday will conclude with a Saturday pick up. ([See holiday collection schedule](#))

Please note, if your collection date falls on a holiday your garbage and recycling collection may be collected on different days.

MULTIPLE FAMILY HOUSING:

Multiple family complexes and condos are dealt with on an individual basis ([2019 rates](#)). Mobile containers (dumpsters), provided by the Department of Sanitation, are usually used at multiple family buildings like apartments, condominiums and townhouses. Please see your property manager or owner with any questions about your building's specific program.

PREPARATION REQUIREMENTS:

Usually, you don't have to worry about your garbage if it's in an appropriate garbage container. However, some kinds of waste must be specifically prepared before discarding. Please follow these guidelines carefully when appropriate.

BATTERIES:

- Small batteries (AAA-D) can be thrown in garbage or taken to Batteries Plus for disposal.
- Nickel Cadmium (NiCad) rechargeable batteries and button batteries can be taken to Batteries Plus or the Transfer Station.
- Automotive Batteries have been banned in North Dakota landfills since 1992. Many retailers who sell these batteries will accept the old ones. These can also be placed next to your garbage for pick up or dropped off at the Transfer Station.

HOUSEHOLD HAZARDOUS WASTE:

- These items are not accepted for curbside collection.
 - Paints, thinners, stains and varnish
 - Drain and oven cleaner
 - Fertilizer and weed/insect cleaners
 - Automotive fluids
 - Poisons
 - Older fluorescent ballasts
 - Aerosol cans with contents remaining
 - Computers, monitors, printers, cellular phones and televisions
 - Mercury thermostat
 - Oil filters
 - Any mercury containing devices.
- Please ensure they are labeled clearly and take them to Fargo's Household Hazardous Waste Facility at 606 43 ½ Street North (along Seventh Avenue N, east of the landfill). It is free of charge and open Monday through Friday from 9 a.m. to 5 p.m. and every second Saturday of the month from 8 a.m. to noon. For questions about their facility, you may contact them at 701-281-8915.

LARGE ITEMS:

- Residents may utilize curbside pickup for major appliances, automotive tires, furniture, mattresses and box springs, by simply placing it out by their garbage on their normal pick up day.
- There will be a \$10 disposal charge added to a customer's utility bill for all major appliances picked up.

MEDICAL WASTE - MEDICATIONS:

- Unused/unwanted medicines and prescription drugs (including controlled substances) can be disposed of safely by depositing them in a secure disposal container, located in the lobby of the West Fargo Police Department (800 Fourth Ave. E, West Fargo).
 - What is accepted
 - Pills, tablets, caplets (please remove product from the packaging);
 - Inhalers, nebulizer solutions, liquids and creams (leave IN the original container)
 - Controlled substances
 - Pain relief such as Vicodin, Hydrocodone, Demerol, OxyContin, fentanyl, etc.;
 - Anti-depressants, like Valium, Zoloft, Prozac, etc.;
 - Sleep aids, such as Ambien, Lunesta, Sonata, etc.
 - What is not accepted
 - Sharps (syringes, lancets), thermometers, glass, home based care or durable medical equipment supplies, and pharmacy inventory. Ask your pharmacist where to safely dispose of these items.

MEDICAL WASTE - SHARPS:

- **Never throw sharps, defined as medical supplies with sharp points or edges that can puncture or cut skin, in garbage or recycling bins.**
 - Examples include needles, syringes, lancets or "fingerstick" devices, auto injectors, infusion sets and connection needles.
 - They can injure others or transmit diseases if they accidentally stick a worker.
- The City of West Fargo Sanitation Department has installed two sharps drop box sites for West Fargo residents to safely dispose sharps.
 - 7 a.m. to 3 p.m. Monday through Friday at the Sanitation Building (117 Eighth St. W., West Fargo).
 - 8 a.m. to 5 p.m. Monday through Friday near the north entrance of the West Fargo Police Department (800 Fourth Ave. E.).
- The drop boxes are designed similar to medication disposal bins, allowing individuals to drop materials in but not retrieve materials out.
- These boxes are designed for sharps only and should not be used to dispose of medications, thermometers, glass, home based care or durable medical equipment supplies and pharmacy inventory.

- Before disposing, residents should place sharps in special containers to prevent accidental sticks:
 - There are products available for purchase at area stores, such as leak- and puncture-proof containers to dispose of syringes and lancelets in.
 - Other economical methods of safe disposal include containers such as metal coffee cans with lids, laundry detergent or bleach bottles that stay upright, are made of heavy-duty plastic, have tight-fitting lid that cannot be punctured, does not leak.
 - Do not use milk containers, soda cans, glass containers or water bottles.
- For more tips on safe sharps disposal, view the City of West Fargo's [fact sheet](#).

MOTOR OIL AND ANTIFREEZE:

- **These items are not accepted for curbside collection.**
 - Motor oil
 - Antifreeze
- If you change your own oil and/or antifreeze, please ensure they are disposed of correctly by taking them in leak-proof containers to an area service station.
- Never dump these items down the drain.

SPECIAL WASTE:

- Food waste and other materials that decay should be drained and wrapped in dry paper or placed in plastic garbage bags before disposal. Some fruit and vegetable scraps can be turned into compost in a backyard compost bin.
- Place broken glass or other sharp objects in puncture-resistant containers (like strong plastic bottles or metal coffee cans with lids) to prevent injuries.
- After fully extinguished, please place ashes and soot in disposable containers and separate them from the other garbage so workers recognize it.
- Animal waste must be double wrapped in plastic bags and tied shut to prevent leakage.

RECYCLING:

The City of West Fargo has contracted [Waste Management, Inc.](#) to provide single-stream recycling (SSR) for West Fargo residents. SSR streamlines and simplifies the process of collecting and sorting recyclable materials, increasing participation rates by up to 50 percent. In a single-stream recycling system, residents place all recyclables in a recycling cart for pickup.

Waste Management, Inc. will supply and maintain one 96-gallon recycling container for each residential customer. These containers should only be used for recycling materials and not extra garbage. Extra containers are available for purchase upon request for \$2.55, which will be charged to the customer's utility bill.

Below is a list of acceptable recyclables:

- Newspaper, Paper and Junk Mail
- Magazines
- Glass jars and bottles
- Steel and Aluminum cans
- Plastics # 1-7
- Paperboard and Cardboard

Unacceptable materials include:

- Food waste
- Plastic bags
- Polystyrene foam (typically found in disposable cups and containers)
- Hangers
- Hazardous waste
- Metal

In addition to the SSR curbside program, West Fargo residents may drop off their recycling at either the Department of Sanitation (117 Eighth Street W) or the Eagle Run Water Tower (40th Avenue S and Sheyenne Street).

For more information about the City of West Fargo's SSR recycling program, please visit recycleoftenrecycleright.com.

SCAVENGING:

Collection of recyclables is limited to the City of West Fargo or contracted collectors (Waste Management, Inc.). If you see someone taking your recyclables, please contact the Public Works Department of Sanitation at 701-433-5400. Please provide the time, location, description of the vehicle and license plate number.

SERVICE FEES:

As of Jan. 1, 2019, we charge \$17.50 per residential unit per month for garbage and recycling collection. At this time, there is no volume restriction. We are also happy to help you get rid of not-so-standard refuse such as appliances, cut-up trees and furniture. These items can be placed on the curb on collection day for pick up by our large material trucks. For a full list of sanitation rates visit the [2019 rate adjustments](#) website.

TRANSFER STATION:

The Transfer Station is located at 1620 Main Avenue W in West Fargo. It is open Monday through Friday from 7:30 a.m. to 3:30 p.m. and Saturday's from 9 a.m. until 1 p.m. Residents may haul branches, household waste, building materials and furniture to this location. Appliances are subject to a \$10 charge for disposal.

Mulch is now available for free to City of West Fargo residents at the Transfer Station.

WEIGHT RESTRICTIONS:

Please help keep our sanitation workers free from injury. Don't overload your garbage containers, or fill your containers above the lid or hide heavy items such as bricks, concrete, dirt, sod, etc., under household waste. If a container is heavier than 50 pounds, homeowners should redistribute the contents to other containers. Leave heavy items out where they can easily be seen, so that sanitation workers can brace themselves accordingly.

YARD WASTE:

The City of West Fargo does not collect compost or yard waste at the curb. Drop-off locations are available throughout the town during the spring, summer and fall for yard waste.

- Yard waste includes organic, biodegradable material from lawn trimming or raking, as well as leaves, vines and garden waste, such as leftover fall produce and Halloween pumpkins.
- Yard waste does not include brush, branches or bushes. These items can be bundled neatly and placed on the curb for pick up. Please do not pile branches at the compost site.

The current yard waste drop-off locations are:

- Department of Sanitation (117 Eighth Street W)
- Eagle Run Water Tower (40th Avenue S and Sheyenne Street)
- 17th Street E. (between Second Avenue E. and Starr Avenue)

These collection sites include a large dumpster for the grass, leaves or other yard waste (again, no brush or branches allowed).

The collection site also includes a smaller receptacle for plastic bags and boxes used to transport the material. Please open the bags and dump the yard waste into the roll-off box. Do not throw your plastic bags in with yard waste as they will contaminate the compost.

BRANCHES:

- Branches should be in lengths of 4-feet or less. They do not need to be bundled.
- Branches should be placed next to curbs, but not:
 - Next to mailboxes or vehicles
 - On concrete
 - Over sprinklers.
- City crews will circulate on garbage collection days with a grapple truck. You do not need to schedule a pickup.

- If you would like to dispose of them yourself, we encourage you to bring the branches to the Transfer Station.

CHRISTMAS TREES:

- Christmas trees will be picked up from your boulevard after Jan. 1.
- All trees must have the bags and stands removed for efficient processing.
- Please watch the local newspaper and cable access channel for further information around Christmas.
- The trees are not always picked up with the trash, so please leave them on the curb until a crew can get to them.
- Trees buried in snow banks will not be picked up.

COMPOST:

Citizens of West Fargo can obtain free compost and wood chips (1 yard of each per residence) from the Fargo compost site (4501 Seventh Avenue N). For more information, contact them directly at 701-282-2489.

Mulch is now available for free at the Transfer Station (see Transfer Station section).

The City of West Fargo does not collect compost curbside. To dispose of compost and yard waste materials, visit one of the four drop-off locations:

- Department of Sanitation (117 Eighth Street W)
- Eagle Run Water Tower (40th Avenue S and Sheyenne Street)
- 17th Avenue E. (between Second Avenue E. and Starr Avenue)