

TO: ALL SANITATION CUSTOMERS

FROM: CITY OF MORROW PUBLIC WORKS DEPARTMENT

RE: SANITATION/REFUSE COLLECTION POLICIES AND PROCEDURES
EFFECTIVE **NOVEMBER 1, 2009**

This memo is to advise you of the sanitation collection services provided by the City of Morrow.

STATE LAW REQUIREMENTS

Georgia Law requires that each City, County, or Solid Waste Management Authority impose restrictions on the placement of yard trimmings (grass clippings, leaves, pine straw, pine cones, etc.) in landfills. **Yard trimmings MUST be separated from all municipal solid waste/ household garbage) in landfills.**

COLLECTION OF HOUSEHOLD GARBAGE - UNITED WASTE SERVICE, INC.

The City of Morrow has a contract with United Waste Service, Inc. for household garbage. The cost for household garbage collection is \$ **60.00** per quarter (\$ **20.00** per month), and this amount is billed in advance. A **10%** late fee is assessed for overdue payments. If service is not paid by the last day of the month printed on the bill, service will be canceled. Failure to receive a bill does not eliminate late fees or cancellation. There is a **\$15.00** reinstatement fee charged to restart service canceled for nonpayment (Reference City Ordinance 89-07). Payments may be paid at **City Hall** between the hours of **8:30 a.m. - 4:30 p.m., Monday – Friday** if you have your **stub** with you, **or** mailed to City of Morrow Public Works Department, 1500 Morrow Road, Morrow, GA 30260, or dropped in the drop box located in front of **City Hall**.

1. Household garbage will be collected backdoor twice per week. Household garbage must be bagged and in the appropriate collection location for backdoor service by 7:00 a.m. on Tuesday and Friday each week.
2. You should use the following place for collection of your household garbage: next to the house but outside of the carport, porch, or fence.

****TO INSURE COLLECTION, PLEASE DO NOT PUT HOUSEHOLD GARBAGE AT THE CURB.**

3. Federal Law prohibits United Waste Service, Inc. from bringing hazardous material into the Clayton County Landfill (i.e. paints or oil); therefore, these materials will not be picked up.
4. United Waste Service, Inc. will not pick up brush, limbs, metal, or any kind of household junk. The Public Works Department will pick up these items.
5. Boxes must be at the same location as household garbage and should be of a size that the sanitation crew can handle. The boxes must be broken down. The sanitation crew will not pick up major appliance boxes. The Public Works Department will pick up major appliance boxes.
6. If you have any questions, or complaints, please contact our office between the hours of 8:30 a.m. through 5:00 p.m at 770-960-3000.

COLLECTION OF YARD TRIMMINGS - MORROW PUBLIC WORKS DEPT.

Yard trimmings (such as leaves, pine straw, and cones, grass clippings, etc.) Will be collected on a “pay-as-you-throw” basis. This means that residents will pay a fee for each bag of yard trimmings they dispose of through the City of Morrow Public Works Department. Yard trimmings must be bagged and placed at the CURB for collection on Mondays. The bags must be the **30-gallon type or smaller**. We will pick up a **maximum of 15 bags per week** per household. Residents who choose to have yard trimmings collected will pay a fee of \$1.75 per bag for this service. This price includes a sticker that must be placed on the bag for pickup. Stickers are sold daily at City Hall, 1500 Morrow Road, from 8:30 a.m. through 4:30 p.m., Monday - Friday. Questions, call 770-968-5497 – Public Works Maintenance.

MORROW PUBLIC WORKS DEPARTMENT TRASH COLLECTION SCHEDULE

. (Free service this page – see Page 4 for your day)

The City of Morrow Public Work Department will collect miscellaneous “junk” items as described below. Please note the pickup day for your street on page 4. **THIS SERVICE IS NOT FOR HOUSEHOLD GARBAGE.** The following steps and schedule should be followed for satisfactory service. **(Questions, call 770-968-5497 – Public Works Maintenance)**

1. Refuse must be placed adjacent to the curb before 7:30 a.m. on the day of collection and not before 7:00 p.m. the previous day. This will eliminate unsightly conditions on our streets for extended periods of time.
2. Limbs up to **three feet in length and not more than three inches in diameter** will be picked up if placed on the curb on pickup days.
3. Miscellaneous “junk” items such as appliances, furniture, bedding, and metal will be picked up at the curb. Refrigerators and freezers must have the doors removed before being discarded.
4. Combustible waste (i.e. wood, plastic, or any small, loose items) must be placed in a container not to exceed 50 pounds.
5. In order to provide equal service, the City will only pick up a total of three cubic yards of refuse per household per week. The City will determine a fee for anything over this amount.
6. The Clayton County Landfill requires that limbs, bulky waste, and combustible waste be placed in separate locations. Therefore, all items must be separated at the curb. This will eliminate sorting at the landfill and speed up our refuse collection operation.
7. The Public Works Department WILL NOT collect the following items:
 - a. Highly flammable or explosive material.
 - b. Contractor Refuse (i.e. trees, carpet, roofing, building materials, etc.)
 - c. Tires or other rubber material.
 - d. Hazardous Waste (i.e. paint or oil).
 - e. Automobile Parts.
8. The City will make LIMB CHIPS available to citizens at no charge. Please call **770-968-5497** for information.

On occasion, the schedule below may be altered due to inclement weather, holidays, or extra heavy workload. Again, we appreciate your patience and will continue to strive for excellence as we serve the citizen of Morrow. If you have concerns about limbs or junk, call 770-968-5497.

MONDAY

Morrow Road
 Graceland Circle
 Graceland Court
 Pennel Drive
 Continental Circle
 Oakridge Drive
 Kingston Road
 Phillips Drive
 Navaho Trail
 Burbank Trail
 Monterey Court
 Monterey Drive
 Malibu Court
 Malibu Drive

TUESDAY

Hammack Drive
 Hammack Circle
 Vivian Court
 John Robert Drive
 Clearbrook Drive
 Brookview Court
 Skylark Drive
 Flamingo Way
 Wren Way
 Dove Court
 Foxcroft Court
 Foxcroft Drive
 Patricia Drive
 Elaine Drive
 N. Cheryl Drive
 S. Cheryl Drive
 Reynolds Road
 Sunset Way
 Westwood Way

WEDNESDAY

Lake Harbin Road
 Meadowbrook Lane
 Peacock Boulevard
 Argonne Drive
 York Road
 Rickenbacker Cir.
 Duffey Drive
 Wendell Way
 Pershing Way
 Hillcrest Drive
 Beechwood Court
 Meadowwood Drive
 Harbin Terrace Drive
 Pinedale Court
 Hazelnut Court
 Kingswood Drive
 Pinecrest Drive
 Pleasant Valley Drive

WEDNESDAY (cont'd)

Debbie Sue Lane
 Pine Valley Drive
 Randall Mark Drive
 Lynn Dale Lane

THURSDAY

Huie Drive
 Carla Drive
 Meadow Way
 Mural Drive
 Harbin Woods Drive
 Stratford Arms Circle
 Stratford Arms Court
Stratford Arms Drive
 Central Park Loop
 Central Park Way
 Mural Circle
 Candlestick Court
 Candlelight Court
 Lamplight Court

FRIDAY

N. Lee Street
 S. Lee Street
 54 HWY
 Old Rex Morrow Rd.
 Oxford Drive
 N. Lake Drive
 Twilight Trail
 Regan Chase Drive
 Murphy Drive
 Fort Trail
 Florence Drive
 Murry Trail
 Childers Way

**CITY OF MORROW
PUBLIC WORKS DEPARTMENT
1500 Morrow Road
MORROW, GA 30260**

RESIDENTIAL SANITATION SCHEDULE FOR THE YEAR 2011

GARBAGE WILL BE COLLECTED ON **TUESDAY** AND **FRIDAY** EACH WEEK WITH THE FOLLOWING EXCEPTIONS:

HOLIDAY GARBAGE COLLECTION SCHEDULE

HOLIDAY	DAY	COLLECTION DAY	COLLECTION DAY
MEMORIAL DAY	MAY 30 TH	WEDNESDAY	SATURDAY
INDEPENDENCE DAY	JULY 4 TH	WEDNESDAY	SATURDAY
LABOR DAY	SEPTEMBER 5 TH	WEDNESDAY	SATURDAY
THANKSGIVING DAY	NOVEMBER 24 TH	TUESDAY	SATURDAY
CHRISTMAS DAY	DECEMBER 25 TH	TUESDAY	FRIDAY
NEW YEAR'S DAY	JANUARY 1 ST	TUESDAY	FRIDAY

Questions, call **770-960-3000**

**CITY OF MORROW
PUBLIC WORKS DEPARTMENT
1500 Morrow Road
MORROW, GA 30260**

RESIDENTIAL BILLING SCHEDULE – 2011

Next Bill Date	Due Date	Late Date	Cutoff Date	Service Period
02/20/11	03/20/11	03/21/11	03/31/11	April - June
05/20/11	06/20/11	06/21/11	06/30/11	July - September
08/20/11	09/20/11	09/21/11	09/30/11	October - December
11/20/11	12/20/11	12/21/11	12/31/11	January - March 2011

Questions, call **770-960-3000**.

CODE REGULATIONS FOR RESIDENTIAL DISTRICTS

The City of Morrow seeks to maintain clean, healthy and orderly neighborhoods so that our citizens can feel confident about our City's future.

TOP 10 Code Compliance Concerns

Questions, call **770-961-4006** – Code Enforcement – Marti Tracy

Monday – Friday - 8:30 a.m. thru 5:00 p.m.

After hours call 770-961-4000 (non-emergency number)

- 1) All residential property should be maintained neatly at all times. Examples include cutting lawns regularly and keeping plantings, walkways, driveways, and all buildings in good repair. Open carports are to be kept clean and uncluttered. Please store furniture, appliances, machinery and equipment indoors.
- 2) **Parking on the street is not permitted. This includes dead end streets and cul-de-sacs. Property owners must provide sufficient off-street parking on a paved dust-free surface. Parking on grass, dirt, or gravel is not permitted.**
- 3) Vehicle repair is not permitted in residential districts unless performed in an enclosed garage.
- 4) Boats and boat trailers, other trailers, and recreational vehicles and equipment are to be parked in the side yard or back yard.
- 5) All vehicles on residential property are to be “operable.” If any vehicle on residential property cannot be immediately and legally driven on public roads, for whatever reason, then it is classified as inoperable. In this case, such vehicle(s) must be removed from the premises, or stored in a completely enclosed building.
- 6) All construction on residential property is to be permitted through City Hall. Yard sales, garage sales, cutting of trees, adding or enlarging a driveway, and installation of **TV dishes** need to be permitted through City Hall.
- 7) Vehicles such as large vehicles, cabs, trailers, wreckers, trucks, tractor trailers, taxis, limousines or buses cannot be parked in any residential district.
- 8) Home occupations are allowed under certain conditions and must be permitted through City Hall.
- 9) No vehicles can be advertised and/or sold from any parking lot in the City. However, a home owner may place a “For Sale” sign on his/her personal vehicle parked in the driveway.
- 10) Vicious animals, noisy animals, or animals causing noxious odors are not permitted. All dogs must be confined, or on a leash. The practice of animal breeding is strictly prohibited.

**City of Morrow
2011 Employee Holidays**

The following dates will be the recognized holidays for calendar year 2011. Please note these are the dates that the city offices will be closed in recognition of the holiday.

New Year's	Friday, December 31, 2010
Martin Luther King	Monday, January 17
Good Friday	Friday, April 22
Memorial Day	Monday, May 30
Independence Day	Monday, July 4
Labor Day	Monday, September 5
Veteran's Day	Thursday, November 11
Thanksgiving	Thursday, November 24
Thanksgiving Day After	Friday, November 25
Christmas Eve (alternate)	Friday, December 23
Christmas Day(alternate)	Monday, December 26