## *SOLID WASTE COLLECTION*

Smith Sanitation has been contracted by Kinross Charter Township for solid waste collection and recycling collection. Smith Sanitation's number is 635-3380.

**Solid waste collection is *once a week on Wednesday*. One 96 gallon trash can will be provided per address. If the can at your address becomes damaged or is misplaced you can purchase a new can from Smith Sanitation for $60.00.**

**Please Note: To have garbage picked up it will need to be inside the 96 gallon can.**

**Smith Sanitation will collect:**

- **One 96 gallon trash can per week.**
- If Wednesday is a holiday, pick-up will be the next day.
- Trash must be at curbside by 7:00 a.m.

Charges for solid waste collection will be included on your water/sewer bill. Each customer will be billed a monthly collection fee of $11.71. If not paid by the 20th day thereafter, a $1.50 penalty will be charged on the 21st day.

## *RECYCLING COLLECTION*

**Recycling collection is the *2nd & 4th Wednesday* of each month.**

- Recycle containers must be at curbside by 7:00 a.m.

A recycling container is available at the Township Office for an $9.48 charge. $8.98 will be refunded to the customer upon returning container to Smith Sanitation.

**Recycled items** are to be cleaned and presented to the curb as follows:

**NEWSPAPERS:** No inserts. Recycle only clean, dry newspapers. Tie, bundle or bag in paper or plastic bags.

**MAGAZINES:** Magazines, catalogs and glossy newspaper inserts can be recycled. Keep separate from newspapers. They must be clean and dry. Tie, bundle or bag in paper or plastic bags.

**PLASTIC CONTAINERS:** Rinse bottles and discard the lids and neck rings. You do not have to remove paper labels. Recycle all plastic milk jugs and soft drink bottles and other containers such as bleach, detergent and fabric softener bottles marked with "1" or "2", often on the bottom of the container.

**ALUMINUM:** Clean and flatten if possible.

***DO NOT RECYCLE:*** ***Plastic wrap, plastic bags or any other plastic container that is not marked with a "1" or "2". No oil jugs. Tires, paints, and batteries will not be picked up. Phone books, junk mail or any paper products not mentioned cannot be accepted.***

***LEAVES & BRUSH will not be picked up.***

***The Township has a compost pile at the DPW complex. Leaves are to be taken out of plastic bags and dumped on the compost pile. If you are unsure if an item can be picked up or to arrange special pick up of large items (at an additional cost) …***

***call Smith Sanitation At 635-3380***

***Spring Clean-up - $1.00 will be charged each month on your bill to offset the cost of spring clean-up.***

# Kinross Charter Township

# DEPARTMENT OF PUBLIC WORKS

## *Policies & Procedures*


♦ Office ♦
4884 W. Curtis Street
Kincheloe, MI 49788
906•495•5738

♦ Treatment Plant ♦
16350 S. D'Arcy Road
Kincheloe, MI 49788-1912
906•495•5134


**After Hours Emergency Number**
**(906) 440-2829**

**Visit the township website at:**
**www.kinrosstownship-mi.gov**

## SET-UP WATER/SEWER SERVICE

We will need the following before we can issue the "turn-on" work order:

- $30.00 New Account Fee or
- $20.00 Name Change Fee

We must have at least 24 hours notice. To prevent any chance of line or meter freeze-up in winter months; heat must be on for at least 3 full days before water service is connected.

## SECURITY DEPOSIT

If the owner files an Affidavit, a $100.00 Security Deposit will be required before service is connected.

## BILLINGS

Bills will be mailed from the DPW office the first week of each month for the previous month's usage. There is a minimum charge per month for residential customers of $29.24 for 0-6000 gallons. For every 1000 gallons over the first 6000 there is an additional charge of a $2.78 for water and $6.38 for sewer. Initial and final water/sewer bills will be pro-rated to the actual date of turn-on or shut-off.

## PENALTIES

Water/Sewer bills are due on their date of issue. If not paid by the 20th day thereafter, a $1.50 penalty will be charged on the 21st day. Also, a 2% fee will be added to any unpaid balance the 1st of each month.

## TO REQUEST DISCONTINUANCE OF SERVICE

We must have 24 hours notice. It is the customer's responsibility to see that we have access to the home to remove the meter and get the final reading.

***IF WE ARE UNABLE TO REMOVE THE METER, YOUR ACCOUNT CANNOT BE FINALIZED AND BILLS WILL CONTINUE TO ACCRUE.***

Your forwarding address will be needed for the final bill.

## FORCED SHUT-OFF - POLICY FOR DELINQUENT BILLS

***FORCED SHUT-OFFS ARE STRICTLY ENFORCED.*** Each month a delinquent notice is mailed to past due accounts, giving approximately 10 days before actual shut-off. If not paid by the due date, which is the 20th of each month, the owner or the responsible party will be notified. As with your water bill, when the shut-off notice leaves this office, we are not responsible if it is lost in the mail. If the due date falls on the weekend, the bill will be due the following Monday.

If an account is shut-off for non-payment you will be required to pay:

- $30.00 New Account Fee plus
- Payment in full of any outstanding balance on your old account and
- A reconnection deposit of $100.00 (after failure to pay) or
- If bills are left unpaid, a lien will be placed on the tax roll to cover any unpaid bills on the property.

## OUTSTANDING BILLS

Service will not be turned on in any unit with an outstanding water bill. It is the responsibility of the owner to make sure all bills are paid in full on any unit.

The DPW is committed to working with the owner in doing everything possible to collect on delinquent accounts. The owner will be contacted as soon as possible when the DPW becomes aware of a problem on any account. If there is an outstanding bill in an individual's or business' name, service will not be turned on at any location until the outstanding bill has been paid.

## SEWER BACK-UP PREVENTION

We encourage users of the water & sewer system to make sure and have drain plugs to prevent sewer backups. The plugs are available for purchase at the Kinross Co-Op. We also would remind everyone that the township is not responsible for back-ups in accordance with Act 222 of the Public Acts of MI 0f 2001. Therefore, we advise that all users contact their insurance company for quotes on obtaining sewer backup insurance.

**Questions please call 495-5738.**