

# Solid Waste Management Ordinance

WASTE HAULER LICENSING



**KENT COUNTY  
DEPARTMENT OF  
PUBLIC WORKS**

# Solid Waste Surcharge

- ▶ The Kent County Solid Waste Surcharge is a fee added to all solid waste generated in Kent County.
- ▶ Starts January 1, 2016



# What will the Surcharge be used for?

- ▶ Post closure care and cleanup expenses associated with closed County landfills.
- ▶ Operation of the household hazardous waste collection program.



# License Application



## KENT COUNTY WASTE HAULER LICENSE APPLICATION

License Application Year 2016

AUTHORITY—The Kent County Solid Waste Management Ordinance adopted under the authority of M.C.L. § 46.11 (County Boards of Commissioners) and M.C.L. § 224.11501 et seq. (Solid Waste Management), including, but not limited to, M.C.L. § 224.11526, and M.C.L. 323.721 et seq. (County Department and Board of Public Works).

### COMPANY INFORMATION

1. Legal Name of Business			
2. DBA (if applicable)			
3. Street Address		City & State	Zip
4. Mailing Address (if different)		City & State	Zip
5. Phone Number { }	6. Fax Number { }	7. Contact & Title	8. Email Address
9. Federal Tax ID Number	10. Applicant's Business Structure (check one) <input type="checkbox"/> Sole Owner/Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Company		

### APPLICANT SIGNATURE

11. Signature	12. Printed Name and Title	13. Date																								
<p><b>Did you remember:</b></p> <input type="checkbox"/> Complete and sign the application form? <input type="checkbox"/> Remit license application and truck decal fee? (Payable to "Kent County") <input type="checkbox"/> Include a certificate of insurance?																										
<table border="1"> <tr> <td>License Application Fee</td> <td>14 Fees</td> <td>\$</td> <td>30.00</td> </tr> <tr> <td>Truck Decal:</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Roll off Truck</td> <td>_____ x \$5.00 each =</td> <td>\$</td> <td>_____</td> </tr> <tr> <td>Compactor Truck</td> <td>_____ x \$5.00 each =</td> <td>\$</td> <td>_____</td> </tr> <tr> <td>Trailer (4 ft or yards)</td> <td>_____ x \$5.00 each =</td> <td>\$</td> <td>_____</td> </tr> <tr> <td>Total</td> <td></td> <td>\$</td> <td>_____</td> </tr> </table>		License Application Fee	14 Fees	\$	30.00	Truck Decal:				Roll off Truck	_____ x \$5.00 each =	\$	_____	Compactor Truck	_____ x \$5.00 each =	\$	_____	Trailer (4 ft or yards)	_____ x \$5.00 each =	\$	_____	Total		\$	_____	
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Total		\$	_____																							
<p><b>15. PLEASE RETURN LICENSE APPLICATION TO:</b>  <b>Kent County Treasurer/DPW</b>          P.O. BOX 2504          GRAND RAPIDS MI 49501</p>																										
<p><b>FOR OFFICE USE ONLY</b></p> <table border="1"> <tr> <td>Fees Remitted</td> <td>_____</td> <td>License Number Issued</td> <td>_____</td> </tr> <tr> <td>Certificate of Insurance</td> <td>_____</td> <td>No. of Decals Issued</td> <td>_____</td> </tr> <tr> <td>Staff Initials</td> <td>_____</td> <td></td> <td></td> </tr> </table>			Fees Remitted	_____	License Number Issued	_____	Certificate of Insurance	_____	No. of Decals Issued	_____	Staff Initials	_____														
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### SOLID WASTE HAULER LICENSE APPLICATION INSTRUCTIONS

#### WHO MUST BE LICENSED?

Waste haulers engaged in whole or in part, in collecting and transporting Solid Waste anywhere in Kent County, including waste management business, contractors, and manufacturers must be licensed.

It does **not** include:

- **Individuals:** An individual or private citizen that transports his or her own Solid Waste.
- **Self-Hauled Small Quantities:** A business, association, or nonprofit organization that transports its own Solid Waste in vehicles that have a carrying capacity of less than six cubic yards.
- **Small Quantity Contractor Waste:** Builders and construction contractors and subcontractors that transport Solid Waste from job sites in vehicles that have a carrying capacity of less than six cubic yards.
- **Persons Outside the County:** A person that only collects Solid Waste that is generated outside Kent County.

7. **Contact:** Provide the name and title of the authorized company representative to contact about the license application.

8. **Email Address:** Provide the best email address to contact the company.

9. **Federal Tax ID Number:** Provide the Federal Tax identification number.

10. **Business Structure:** Check the appropriate box to indicate the business structure company is operating under.

11. **Signature:** A signature by an authorized representative of the company is required.

12. **Name & Title:** Provide the name and title of the authorized company representative signing the application.

13. **Date:** Date the application.

14. **Fees:** The annual license application fee is \$30. Each waste hauling truck, and trailers larger than 6 uncompact cubic yards collecting Solid Waste in Kent County require a truck decal. Decals are \$5 each. Trucks used solely for the collection of recycling do not require a decal. Make check payable to "Kent County".

15. **Remittance:** Please return completed application, proof of insurance, license application and truck decal fee to:

**Kent County Treasurer/DPW**  
 P.O. Box 2504  
 Grand Rapids MI 49501

*Proof of insurance is required with this application. Please attach a copy of current Certificate of Insurance.*

1. **Legal Name of Business:** Provide legal name of business as registered with the County or State.

2. **DBA:** Provide the "doing business as" name if company is operating under a trade or assumed name.

3. **Location Address:** Provide address for the physical location of your company. Include street address, city, state and Zip code.

4. **Mailing address:** Provide the mailing address of your company if different than your location address. Please include street address (or PO Box), city, state and Zip code.

5. **Phone Number:** Provide company phone number.

6. **Fax Number:** Provide company fax number.

# Truck Decal



**KENT COUNTY  
DEPARTMENT OF  
PUBLIC WORKS**

# Customer Notification

- ▶ “Kent County Solid Waste Surcharge” or “County Surcharge”
- ▶ Notification placed on:
  - ▶ customer bill, invoice or contract; and/or
  - ▶ Email billing notice; and/or
  - ▶ Signup website.



# Surcharge Schedule

## Surcharge Schedule

Effective: January 1, 2016

Residential Surcharge: <sup>1</sup>	<p>\$0.14 per residence if charged to customer on a monthly basis.</p> <p>\$0.42 per residence if charged to customer on a quarterly basis.</p> <p>\$1.68 per residence if charged to customer on an annual basis.</p>
Institutional Surcharge Calculation (if billed by yard): <sup>2</sup>	<p>\$0.11 per un-compacted container yard for each time the container is tipped and hauled.</p> <p>\$0.56 per compacted container yard for each time the container is tipped and hauled.</p>
Institutional Surcharge Calculation (if billed by weight):	<p>\$1.68 per ton for each time the container is tipped and hauled.</p>



# How Fee is Collected

- ▶ If your company uses a Kent County, Republic or Waste Management disposal facility a waste surcharge of \$1.68/ton will be added.
- ▶ Includes South Kent Landfill, North Kent Transfer, Waste-to-Energy, Central Landfill, Ottawa County Farms Landfill and Autumn Hills Recycling and Disposal Facility.
- ▶ Should you use a facility not collecting the waste surcharge the hauler is required to remit fee quarterly to the DPW (direct payment).





# Surcharge Exemptions

- ▶ **No Charge for Services** – donated waste hauling and disposal services for a charitable event.
- ▶ **Cleanup Events** – neighborhood, community, stream or river cleanups.



# True Up Process

- ▶ Provision for a County refund if a waste hauler remits surcharge and customer(s) haven't paid.
- ▶ Adjustment, particularly in year one are expected given timing of implementation and customer billing for surcharge collected vs. remitted.
- ▶ Requests will need to be made by January 31 of the following year.
- ▶ Will need verifiable documentation.



# Administrative Fees

- ▶ To assist with administrative expenses incurred in implementing the surcharge, Waste Haulers may request up to \$1500 annually.
- ▶ Provided as a reimbursement.
- ▶ DPW will create a form to standardize reimbursement requests.



# Record Keeping

**KENT COUNTY DEPARTMENT OF PUBLIC WORKS  
QUARTERLY SURCHARGE REPORT**

Company Name: \_\_\_\_\_  
Account Number: \_\_\_\_\_

Report for 3 month period ending (circle one): March, June, September, December, 20\_\_

1	ANNUAL TONNAGE (TOTAL NUMBER OF TRUCKS/VEHICLES TRUCKED)	_____ CUMMINGS \$0.02 \$ _____
2	TOTAL NUMBER OF UNCONTRACTED YEARS TRUCKED	_____ YEARS TRUCKED \$0.11-\$ _____
3	TOTAL NUMBER OF CONTRACTED YEARS TRUCKED	_____ YEARS TRUCKED \$0.00-\$ _____
4	TOTAL TONS TRUCKED IF NOT INCLUDED BY CONTRACTED OR UNCONTRACTED YEARS	_____ TONS TRUCKED \$1.28-\$ _____
5	TOTAL TONS AND TONS EQUIVALENTS (1, 2, 3 AND 4)	\$ _____
6	TOTAL WEIGHT TONNAGE TO LANDFILL/FACILITY	\$ _____
7	AMOUNT OF SURCHARGE REQUESTED WITH TONNAGE (LINE 5)	\$ _____
8	AMOUNT OF SURCHARGE NOT COLLECTED AS WEIGHT PAYMENT AND SUBMITTED WITH LANDFILL/FACILITY (LINE 6)	\$ _____

REPORT SHOULD BE KEPT WITH HAULER RECORDS. IF A REFUND IS REQUESTED OR SURCHARGE NOT COLLECTED AT DISPOSAL FACILITY AND IS BEING REQUESTED DIRECTLY BY HAULER TO KENT COUNTY FROM THE HAULER, REFUND MUST BE RETURNED TO: \_\_\_\_\_

**REFUND RELIQUANCE COUPON**

TO: KENT COUNTY DEPARTMENT OF PUBLIC WORKS  
FINANCE DIRECTOR  
100 SCHUBERTS WAY  
GRAND RAPIDS, MI 49504

COMPANY NAME: \_\_\_\_\_ ACCOUNT NUMBER: \_\_\_\_\_  
REPORT PERIOD: \_\_\_\_\_ (SEE INSTRUCTIONS) (SEE PAGE 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100)

TOTAL SURCHARGE DUE (ACTUAL LINES 1, 2, 3 AND 4)	\$ _____
TO: LANDFILL/FACILITY (LINE 6)	\$ _____
AMOUNT OF SURCHARGE REQUESTED WITH TONNAGE (LINE 5)	\$ _____
AMOUNT OF SURCHARGE NOT COLLECTED AS WEIGHT PAYMENT AND SUBMITTED WITH LANDFILL/FACILITY (LINE 6)	\$ _____

# Annual Report

- ▶ The DPW will issue a financial report each year providing overview of revenues and expenses, operating budgets and fund balance.

# Website

[www.accesskent.com/WasteOrdinance](http://www.accesskent.com/WasteOrdinance)



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