



Phone: (724) 226-8320  
Fax: (724) 226-8322  
4201 Arnold Ave  
Lower Burrell, PA 15068

[www.shankwasteservice.com](http://www.shankwasteservice.com)

May 17, 2021

Dear Aspinwall Borough Resident,

We are pleased to inform you that Shank Waste Service, Inc. has the exclusive contract to provide solid waste disposal and recycling services to Aspinwall Borough residents. The contract's term is for one (1) year effective May 16, 2021 through May 31, 2022. **Service under this contract is mandatory for all residents of one- and four-unit dwellings.**

We extend a welcome to all customers. We are a local family-owned company which has been proudly serving area residents for over 60 years. Our Customer Service Dept. is available Monday through Friday 8am-4:30 pm. You may contact us at 724-226-8320 or by email to [custsvc@shankwasteservice.com](mailto:custsvc@shankwasteservice.com) or visit [www.shankwasteservice.com](http://www.shankwasteservice.com).

**Please read and keep this guideline packet.** Landlords, it is important to provide tenants a copy of this packet.

**Basic Curb Service:** weekly collection of unlimited solid waste and every week recycling collection is per individual residential unit for material generated from within the service address. Solid waste and recyclables should be placed at the curb the night before your scheduled pick-up day. Both will be picked up the same day.

**2021 Basic Curb Rate:** \$22.72 a month per unit (\$68.16/quarter) will be billed every three (3) months.

**Senior Citizen Rate:** \$20.45 a month (\$61.35/quarter) will be billed every three (3) months. Available to a Senior Citizen over the age of 60. Please submit a copy of a valid form of ID with your first bill. You will receive a bill with the regular rate, you may pay the senior rate provided ID is included. Residents who participate are not eligible for the any additional Snowbird Discount.

**Snowbird Rate:** \$19.72 a month (\$59.16/quarter) will be billed for up to three (3) months. Available to residents who leave their permanent residences between November 1<sup>st</sup> and March 30<sup>th</sup> may pay this reduced rate while away not to exceed a 3-month period, provided they inform Shank Waste Service 30 days prior to departure by email or by phone. Residents who participate are not eligible for the any additional Senior Citizen Discount.

**PICK UP DAY:** Your pick-up day will be Wednesday. Refer to the enclosed calendar for the recycling collection weeks.

In addition to our residential service, we offer a full range of commercial solid waste disposal and recycling services. Our commercial containers and roll-off dumpsters range in size from 2 yards to 40 yards in capacity.

We appreciate the opportunity to provide prompt, reliable service for you.

Best Regards,

VOGEL DISPOSAL SERVICE, INC.

*Douglas Vogel*

Douglas Vogel  
Vice President

**PLEASE KEEP THESE IMPORTANT GUIDELINES FOR FUTURE REFERENCE.**

Our Customer Service Dept. is open Monday through Friday from 8:00 am to 4:30 pm to assist you and to accept payments. Contact us at 724-226-8320 or email to [custsvc@shankwasteservice.com](mailto:custsvc@shankwasteservice.com). Find additional information at [www.shankwasteservice.com](http://www.shankwasteservice.com). A voicemail or email left after business hours will be responded to the next business day.

**CURB SERVICE: Place bags, garbage cans at the alley curb (where alleys exist) or at the front curb (where no alleys exist) within 5 ft. of the main paved road the night before your scheduled collection day. All trash must be bagged.** Each bag must be at least 3 mils thick, and each bag is not to exceed thirty-five (35) gallons nor thirty-five (35) pounds. Cans should be watertight, metal or plastic, with tight fitting covers and have handles. The weight of the can and its contents shall not exceed sixty (60) pounds. **DO NOT USE GROCERY BAGS, PAPER BAGS, CARDBOARD BOXES OR 55-GALLON DRUMS AS GARBAGE RECEPTACLES.** Any items placed out in this manner will not be collected. **We assume no liability for replacement of any cans or lids.**

**IDENTIFICATION AND WEATHER:** Clearly identify your street number on your mailbox or some type of permanent marker near the road. It is important to make the containers visible to the driver. In winter months, please remove snow from the area where you place your containers and have a reasonably clear approach path for both the driver and truck. **It is highly recommended to close lids and use garbage bags in cans as drivers will not reach into the cans to remove loose items that are stuck or frozen inside the can.**

**ITEMS INCLUDED THAT WILL BE PICKED UP AT THE CURB:**

- ✓ Household Solid Waste - Is garbage including but not limited to, all table and kitchen refuse and waste, broken glass, and dishware – wrapped securely in heavy paper.
- ✓ Recyclables – Refer to the Recycle chart. Place items directly in the recycle bin (NO PLASTIC BAGS).

**ITEMS INCLUDED THAT WILL BE PICKED UP AT THE CURB: Limit 1 bulk item per week.**

**Contact Customer Service at least 24 hours in advance of your collection day for pick-up of large appliances and furniture.**

- ✓ Large Appliances & Bulky Waste including furniture, appliances such as stoves, washers, dryers, water heaters, other household appliances and furnace pipes.
- ✓ Appliances that contained refrigerant **must have a tag attached certifying that the refrigerant has been removed**, this includes refrigerators, freezers, air conditioners, dehumidifiers, ice makers and water coolers.
- ✓ Carpet, rugs, and padding must be cut in sections no longer than 4 ft., be securely rolled and tied and not over 30-lbs. *Please contact Customer Service in advance if more than six (6) bundled sections per week are to be picked up.*
- ✓ Hedge cuttings, limbs, and branches from trees, not exceeding three (3) inches in diameter and only if securely tied in bundles not exceeding forty-eight (48) inches or thirty-five (35) pounds in weight.
- ✓ Mattress/box springs: for our worker's protection, mattresses must be wrapped in plastic and taped securely closed with duct or packing tape to prevent any possible exposure to infectious pests such as bedbugs, fleas, etc.

**MISSED PICK-UP: All requests for missed collection must be made within 24-hours of collection day.**

**Included Special Collections:**

Christmas Trees – Will be picked up at the curb in the months of December, January. You must remove decorations. Cut tree so the branch spread is no more than 6 ft. across, and tree length is no more than 6 ft., and not weighing more than 30 lbs.

**HOUSEHOLD HAZARDOUS WASTE (HHW) AND E-WASTE COLLECTION: (*pending DEP approval*)** At no additional charge, **must contact the customer service department to schedule a collection appointment.** At least 10 business days in advance of the scheduled collection a collection kit with instructions and a bag will be sent to your home prior to your scheduled pick-up date. Each bag may not exceed 45 lbs. of acceptable HHW materials. You may place larger items such as long fluorescent lamps, auto batteries, and E-Waste beside the bag. Bags must be placed on the resident's property, 10 to 15 feet from the curb, along a driveway or street facing area and may not be placed on the curb or public property. Items must be placed outside the residence no more than 24 hours prior to your scheduled collection date.

**Electronic Waste:** E-waste items including but not limited to TV's and computers including desktop, laptop, tablet, E-readers and peripherals including monitor, keyboard, mouse, printer etc. Any device capable of receiving and displaying television or video programming. Scheduled items must be placed on the resident's property, 10 to 15 feet from the curb, along a driveway or street facing area and may not be placed on the curb or public property. Items must be placed outside the residence no more than 24 hours prior to your scheduled collection date.

**NEEDLES and SHARP OBJECTS:** Help us prevent needle sticks to our employees. Place all needles, syringes, and lancets in a hard-plastic container with a tight-fitting lid **taped** shut. Place with your regular trash **NOT** the recycling. Wrap all sharp objects, such as broken glass or sharp metal, in heavy paper and tape shut. **Please protect our workers!**

**ITEMS THAT WILL NOT BE PICKED UP THROUGH RESIDENTIAL SERVICE** (including, but not limited to):  
**These items will be accepted if placed in a roll-off dumpster. Please call Customer Service for sizes and rates.**

- ✓ Large building materials, refuse caused by repairs, remodeling, demolition and/or construction of any structures.
- ✓ Paving materials, stones, sand, dirt, sod, concrete, 55-gal drums, grease drums, large vehicle parts, hot tubs and pianos.
- ✓ Bushes, shrubs & other vegetation with soil attached to root system, tree trunks or tree limbs more than 3" in diameter or 48" in length.

**ITEMS NOT ACCEPTED AND WILL NOT BE PICKED UP** State Regulations prevent us from accepting the following:

- ✓ Sewage, excrement without specific DEP approval
- ✓ Propane/oxygen tanks, gun ammunition, explosives, fireworks, asbestos or any material that may be considered hazardous, volatile, radioactive, infectious, or toxic.

**HOLIDAYS: We close in observance of the following holidays:**

**New Year's Day    Memorial Day    Independence Day    Labor Day    Thanksgiving Day    Christmas Day**

If your scheduled collection day falls on or after a weekday holiday, your collection will be 1 day later that week.  
If your scheduled collection day falls before a weekday holiday, there will be no change in your collection day.

**There is NO CHANGE to collection days during the following weeks:**

**Martin Luther King Jr.    Presidents' Day    Good Friday    Easter    Columbus Day    Veterans Day**

**BILLING:** All accounts will be invoiced every Three (3) months to be paid in advance of service rendered. Payments are accepted by mail or through our secure website. To pay online [www.shankwasteservice.com](http://www.shankwasteservice.com) and click the Pay Your Bill at the top. We accept Discover, MasterCard, Visa, debit card, and E-check. Be sure to have your 10-digit account number when paying online.

**Billing due dates will be:**

**June 15** For services in May (last 2weeks), June, July, August  
**Sept 15** For services in Sept, Oct, Nov

**Dec 15** For services in Dec, Jan, Feb  
**March 15** For services in March, April, May 2022

**GO PAPERLESS:** Enroll in electronic billing to receive your bill via email. Less paper and more convenient.

**PAYMENT:** Payments must be received in our office by the due dates or a late charge of \$6.00 will be added to accounts remaining unpaid. A late notice will be sent, and any unpaid accounts by the date specified in the notice will have service suspended until paid in full. *Any check not honored by the institution drawn upon and returned will be assessed a minimum \$35.00 service charge.*

**Automatic Bill Payment** is available at no charge. Enroll a bank account for Electronic Fund Transfer (EFT) or a debit/credit card to automatically pay your account balance with every billing cycle. To enroll, print the form from our website, complete it and return through our secure email address [custsvc@shankwasteservice.com](mailto:custsvc@shankwasteservice.com) or mail it to Shank Waste Service, Inc. PO Box 856, Mars, PA 16046.

**SERVICE AND MOVING CHANGES:** Notify our office if you want to make a change to your service or before you are moving. If you are going to have large quantities of trash when you are moving, please contact us so that your extra items can be disposed.

Visit us at [www.shankwasteservice.com](http://www.shankwasteservice.com) for information, announcements, holiday schedules, to make payments, guidelines and a personalized collection day calendar, forms to enroll in paperless billing and automatic bill payment, as well as up-to-date information if any scheduling changes due to severe weather. Employment opportunities are listed under the Career tab.



# RECYCLING BIN GUIDELINES



## Aspinwall Borough NO PLASTIC BAGS!

**WE DO NOT ACCEPT WET PAPER OR CARDBOARD, OR RECYCLABLES MIXED WITH TRASH.**

**Remember:** Just because it is made of a material that can be recycled, does not mean the item can be recycled by our Company.

MATERIAL	ACCEPTABLE	PREPARATION	<u>NOT</u> ACCEPTABLE
<b>Aluminum &amp; Metal Cans</b>	<b>EMPTY</b> Food and beverage cans, empty, clean & dry foil containers	Rinse empty cans, push lid down inside can.  Place items loose in cart.	Cans containing food, clothes hangers, scrap metal, screws, nails, toys, lawn furniture, paint cans, aluminum siding <b>For safety reasons, no aerosol cans &amp; no pressurized containers</b>
<b>Plastics (PET, HDPE) #1, 2 &amp; 5</b>	Food & beverage bottles and jugs, water jugs, liquid detergent, bleach & softener bottles, hair care bottles	Empty and rinse containers If container is greasy, wipe out with soapy water & rinse  Place loose in cart.	Plastic cups/plates, styrofoam peanuts and blocks, plastic plant pots, foam plastic egg cartons, plastic wrap, bubble wrap, plastic bags, CD & DVD's, toys, lawn furniture; motor oil, cooking oil bottles, pesticide, herbicide, antifreeze jugs
<b>Paper</b>	Newspapers and magazines	Newspaper and Magazines shall be securely bundled and tied with string or twine and/or placed in a brown paper bag and placed under or behind the recycling container.	<b>NO SHREDDED PAPER</b> Phonebooks, glue bound books, gift wrapping paper of any kind <b>Do not place paper out on wet days.</b>
<b>Cardboard</b>	<u>Clean</u> corrugated cardboard, cereal, shoe & tissue boxes	Flatten or break down into pieces no larger than 4 feet, <u>remove</u> all packing material such as styrofoam blocks, peanuts, bubble wrap, etc.	Oily pizza boxes; milk cartons; juice boxes; take-out food containers; oily, soiled, or contaminated cardboard; packing materials (eg. styrofoam, peanuts, bubble wrap, etc.) <b>If you have a bin, do not place cardboard out on wet days.</b>
<b>Glass*</b> Glass is repurposed, not recycled according to PA DEP's definition	Clear, brown, amber and green beverage bottles and food jars	Rinse bottles and jars  (labels may be left on)	Broken glass, light bulbs, dishes, drinking glasses, crystal, window glass, mirrors, ceramics, Pyrex or tempered glass

*\*Glass will be collected in your recycling bin from your municipality to be repurposed for another use.*

### RECYCLING REMINDERS

- 1) Set out recycling bin the night before your scheduled day. Place within 5-ft of curb or roadside.
- 2) Recyclables that are mixed with garbage will not be collected. Place in trash the following week.

### HOLIDAYS: Our Company is closed in observance of these Holidays:

**New Year's Day Memorial Day Independence Day Labor Day Thanksgiving Day Christmas Day**

If your collection day falls **ON OR AFTER A WEEKDAY HOLIDAY**, your collection will be 1 day later.

If your collection day falls **BEFORE A WEEKDAY HOLIDAY**, there will be no change in your pickup.

### There is NO CHANGE to collection days during the following weeks:

**Martin Luther King Jr. Presidents' Day Good Friday Easter Columbus Day Veterans Day**

## Enrollment Form For Recurring Credit Card Payments and Email Billing

- I want to enroll in Recurring Credit Card Payments.
- I want to enroll in Email Billing to receive my invoices via email. Electronic payment is not required to receive invoices via email.
- I want to enroll in both Recurring Credit Card Payment and Email Billing.

If you choose to receive invoices via email, the Company will send invoices to the email address provided instead of sending paper invoices. This choice is voluntary and can be cancelled by contacting our Customer Service Department. Allow 2-3 weeks for set up.

Cust #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Print Customer Name \_\_\_\_\_  
Customer # is 10-digits

Service Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

We offer both Recurring Credit Card Payment and Electronic Funds Transfer from a bank account, see back for EFT details. Please choose one method of payment and provide that information.

DISCOVER CARD    MASTERCARD    VISA CARD

Credit card #: \_\_\_\_\_ Expiration Month \_\_\_\_\_ Year \_\_\_\_\_ Security Code \_\_\_\_\_  
(on back of card)

Cardholder's information as it appears on your card statement.

Print Card Holder's Name \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

- Beginning with my current outstanding balance.  
 Beginning with my next billing cycle.



- Customer agrees that all information provided is accurate and complete. Please notify the Billing Dept. of any changes in the status of this account. A fee may apply for returned payments.
- The debit/credit card will be used to pay the customer's bill when charges are posted to the account and will continue until a written notice is submitted to stop automatic payments.
- Please print your name, sign, and date this form. Return by mail to Attn: Billing Dept., Shank Waste Service, Inc. PO Box 856, Mars, PA 16046, or email: [custsvc@shankwasteservice.com](mailto:custsvc@shankwasteservice.com).

By signing, I authorize Shank Waste Service, Inc. to initiate automatic payments using the card or account information provided above to satisfy my debts.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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Fax: (724) 226-8322  
4201 Arnold Ave  
Lower Burrell, PA 15068

www.shankwasteservice.com

**Enrollment Form  
For Electronic Funds Transfer and Email Billing**

- I want to enroll in Electronic Funds Transfer.
- I want to enroll in Email Billing to receive my invoices via email. Electronic payment is not required to receive invoices via email.
- I want to enroll in both Electronic Funds Transfer and Email Billing.

If you choose to receive invoices via email, the Company will send invoices to the email address provided, instead of sending paper invoices. This choice is voluntary and can be cancelled by contacting our Customer Service Department. Allow 2-3 weeks for set up.

Cust #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Print Customer Name \_\_\_\_\_  
Customer # is 10-digits.

Service Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Email address \_\_\_\_\_

• Bank Information: **WE REQUIRE A VOIDED CHECK TO PROCESS YOUR REQUEST.**

Name/Owner of Bank Account: \_\_\_\_\_

Name of Financial Institution: \_\_\_\_\_

Bank Account #: \_\_\_\_\_

9 Digit Routing #: \_\_\_\_\_

- Beginning with my current outstanding balance.
- Beginning with my next billing cycle.



- Customer agrees that all information provided is accurate and complete. Please notify the Billing Dept. of any changes in the status of this account. A fee may apply for returned payments.
- The bank account will be used to pay the customer's bill when charges are posted to the account and will continue until a written notice is submitted to stop automatic payments.
- Please print your name, sign, and date this form. Return by mail to Attn: Billing Dept., Shank Waste Service, Inc. PO Box 856, Mars, PA 16046, or email: [custsvc@shankwasteservice.com](mailto:custsvc@shankwasteservice.com).
- Please include a voided check with enrollment form.

By signing, I authorize Shank Waste Service, Inc. to initiate automatic payments using the card or account information provided above to satisfy my debts.

\_\_\_\_\_  
Print Name Signature Date



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**TO ALL ASPINWALL BOROUGH CUSTOMERS:**

**Please take the time to complete this form and return with your payment or if paying online please email the completed form to [custsvc@shankwasteservice.com](mailto:custsvc@shankwasteservice.com), or you can fill out and submit this for online [www.shankwasteservice.com/aspinwall](http://www.shankwasteservice.com/aspinwall). This will help us maintain up to date information for service, communication, and the waste industry's government reporting requirements to your municipality:**

Co-Cust#: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
 (this is the 10-digit number on your Statement)

- I am the homeowner, and this is my primary residence.  
 I am the tenant, Landlords Name: \_\_\_\_\_

Service Name: \_\_\_\_\_  
First Middle Initial Last

Complete Service Address: \_\_\_\_\_  
House # Street Name Apt./Unit #

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Billing Name: \_\_\_\_\_  
(if different from above) First Middle Initial Last

Complete Billing Address: \_\_\_\_\_  
(if different from above) House # Street Name Apt./Unit #

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Email address: \_\_\_\_\_

I would like to receive my bill via Email. By selecting this option, your next statement will be sent to you from [custsvc@shankwasteservice.com](mailto:custsvc@shankwasteservice.com). If you do not receive your quarterly statement, please check your spam/detained folder.

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_

Authorized Additional Person on Account: \_\_\_\_\_

Authorized Additional Person Cell Phone: (\_\_\_\_\_) \_\_\_\_\_

If you live in a rural area, please provide directions from the nearest main road.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Please remit payments to:  
 Shank Waste Service, Inc  
 PO BOX 856  
 Mars, PA 16046**





# NOW HIRING!



**CDL Drivers**

**Throwers/Helpers**

**Mechanics**

**Welders**

**Laborers**

**Office**

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*Featuring competitive wages and great benefits!*

Visit [www.vogelholdinginc.com/careers-at-vogel-companies](http://www.vogelholdinginc.com/careers-at-vogel-companies) for more information.

**Apply today!**