



Rapho Recycles

**RAPHO TOWNSHIP  
YARD WASTE RECYCLING FACILITY  
RESIDENTS AND BUSINESS OWNERS**

**LOCATION:** 971 North Colebrook Road, Manheim

**HOURS:** Dawn to Dusk – 7 days/week

**COST:** \$10.00/key fob (1 fob per property) and \$10.00 for yearly re-activation

**FACILITY:** The Yard Waste Recycling Facility is continuously monitored by surveillance cameras. We encourage you to follow the rules of the facility, and to report any abuse of the facility to the Township Office at (717) 665-3827. The Manheim Borough Police Department will randomly be monitoring the facility; you may be asked to show identification.

Upon entrance into the facility, please follow the directional signage, and place all items into designated areas.

**RULES:**

- For use by Rapho Township residents only
- Place items in designated areas
- No smoking
- No grass clippings
- Leaves, garden waste, shrubbery and tree trimmings only
- Leaves may be loose or bagged in biodegradable yard waste bags
- Tree limbs may be no longer than 8' in length and 24" in diameter
- No tree stumps
- Christmas trees must be free of all ornaments
- No trash or garbage
- No construction or demolition waste
- No painted, pressure treated wood, railroad ties or landscaping timbers

**YARD WASTE RECYCLING FACILITY USAGE POLICY  
RESIDENTS AND BUSINESS OWNERS  
IN RAPHO TOWNSHIP  
Revised January 7, 2019**

**PURPOSE:** Rapho Township Board of Supervisors enacts the following policy to ensure appropriate use of the yard waste recycling facility located at the Township building, 971 North Colebrook Road.

**General**

The yard waste recycling facility will be open to Rapho Township residents and business owners during daylight hours. Only residents/business owners who register with the Township and purchase an individual key fob to gain access to the facility are permitted to use the facility. The quantity of materials to be dropped off is unlimited, provided that all rules and regulations are followed.

**Application and Cost**

In order to acquire an individual key fob, residents/business owners must complete and submit an application form and fee to the Township office. The fee for individual key fob activation at the time of this revised policy's enactment is \$10.00 per calendar year per key fob. Each applicant will be limited to one key fob. No more than one individual key fob will be issued for one tax parcel or street address. Organizations maintaining multiple properties, such as Homeowners' Associations, or owners of properties which are maintained through a Homeowners' Association agreement may not purchase individual key fobs. Fees will be set annually by Board resolution and may be changed as needed without change to this policy.

**Access**

The facility will be available to property or business owners in the Township, as well as commercial landscapers or non-residents who are collecting yard waste at individual properties located in the Township. The facility must be accessed using the individual key fob associated with the property where that yard waste was collected. Access to the facility may be denied if the Township determines that an individual is not complying with all rules and regulations. Individual key fobs will be deactivated if an individual no longer resides or owns a business in the Township. No tractor trailers or oversized vehicles are allowed in the facility at any time.

**Rules and regulations**

The rules and regulations for the yard waste recycling facility will be provided with each individual key fob. Rules and regulations have been adopted in conjunction with this policy. These may be changed from time to time without the need to alter this policy. The rules and regulations will govern the type of materials to be accepted at the facility, the specific locations for drop-off, and the hours of operation.

**Enforcement**

The yard waste recycling facility will be under security camera surveillance at all times. Camera footage will be regularly reviewed by Township staff. Township staff will also track the frequency of key fob usage. Staff may investigate and question the individual holder of a key fob if any misuse of the facility is suspected. Suspected violation of rules and regulations may result in enforcement action, including deactivation of key fobs and prohibition of entry to the facility. Suspected criminal activity will be immediately reported to the Manheim Borough Police Department.

*This policy was adopted as revised by the Rapho Township Board of Supervisors on January 7, 2019.*

*Lowell Fry, Chairman*

*Jere Swarr, Vice-Chairman*

*Duane Martin, Secretary*