

Madison County Recycling Guide for Employees

Many options are available for Madison County employees who wish to recycle a variety of items. Check the guide below to find out where and how to recycle different items within the County Administration Building.



Single Stream Recycling

Accepted: office paper • newspaper • magazines • flattened cardboard • empty pizza boxes • glass bottles and jars, emptied and rinsed • #1-5 & 7 plastic bottles and containers, emptied, rinsed, cap replaced • metal food and beverage containers, emptied and rinsed • clean aluminum foil

Not Accepted: food waste • candy wrappers or snack bags • plastic bags or plastic film styrofoam • paper cups and paper plates • plastic utensils • straws • #6 plastic containers shredded paper

Bins are located throughout most County buildings around break rooms or kitchen areas.



Office Paper

Non-confidential office paper can be placed in “office paper only” bins.

Not for papers with personal or confidential information, newspaper, magazines, cardboard, or envelopes.

Bins are available in all departments.



Toner Cartridges

Empty toner cartridges with no plastic wrap or boxes.

No full or partially full cartridges.

Cartridges can be brought to Suite 254. Most departments should have plastic tubs to store empty toner cartridges.



Office Supplies

Paper clips, binder clips, rubber bands; check with Administrative Services to determine if the item is accepted.

Any department in need of office supplies is welcome to take extras being stores in Administrative Services.



Shoes

New or gently worn shoes, boots, or sandals, tied or rubber-banded together.

No flip flops, slippers, shoes with large holes.

Drop off in boxes located in the lobby.



Electronics

Anything with a cord can be taken to the IT Department in Suite 29.



Flags

The Veteran’s Adminsitration Office will accept old flags.



Plastic Film

#2 and #4 plastic bags and wraps, newspaper sleeves, bread bags, cereal liners, food storage bags, ice bags, produce bags, dry cleaning bags, grocery bags, packaging air pillows and bubble wrap, case wrap (around cans or bottles) napkin and bathroom tissue packaging.

No degradable bags, pre-washed salad bags, frozen food bags, candy wrappers, chip bags, pet food bags, materials that have been painted or glued.

Make sure bags are clean and dry with any reciepts or other paper removed.



Batteries

Alkaline batteries only.

No rechargeable batteries.

Battery collection is for Madison County staff only; not available to the public.



Clothing

New or gently worn clothing, coats, and shoes. located in the parking lot behind County Adminis-tration Building and east end of the Wood River fa-cility parking lot.

No clothing with large holes or falling apart.



Glasses

Old eyeglasses, frames, or lenses, old cell phones.

Drop off in Lion’s Club boxes located in the lobby of the Adminstration Building.



Confidential Paper

Office paper with personal or confidential information to be shredded.

