



2015 Annual Financial Report



Prepared January 2016
By Jeannette Merten, Town Clerk

230 E County Road Y, Oshkosh, WI 54901

[Mailing Address: 1076 Cozy Lane, Oshkosh WI 54901](#)

[Email: townofoshkosh@gmail.com](mailto:townofoshkosh@gmail.com)

*Consider giving back to the community
by joining our Volunteer Fire or First Responder Rescue team
Contact department personnel listed on first inside page to apply.*

Receive agendas and special alerts by email and/or text message.
It is easy to set up. Go to our website.

www.townofoshkosh.com

Stay informed with the latest
town news



Town Board Meetings

Town Board meetings are held at the town hall, 230 East County Road Y, every 2nd and 4th Monday each month. Meetings begin at 7 p.m..

The 2016 Annual Town meeting is scheduled for Tuesday, April 19, 2016, 7:00 p.m. at the town hall.

Animal Control

Contact person is Gerald Frey at 920-303-0696 or cell 920-379-5873.

Impounded animals are brought to the Neenah Animal Shelter, Hwy GG, Neenah.

Board of Appeals

The board members are Gerald Frey (chair), Tom Gabert, Stan Kellenberger, Jim Merten Jr., and John Thiel. Alternates are Bill Demler and Beth Erdman.

Building Permits

Town Building Inspector is Dave Frank. For an appointment call 920-233-1999.

Mailing addressing is 4660 Sandy Beach Road, Oshkosh, WI 54901.

Fire and First Responder Volunteer Departments

Fire Chief, Todd Zak.....920-231-7086

Assistant Fire Chief, Phil Grundy.....920-231-7933

First Responder Coordinator, Jason Selwitschka...920-203-8791

Fire Inspector, Todd Zak

By Ordinance all house address numbers must be visible from the road.

The departments make periodic checks and notices will be sent to those in violation.

Planning and Zoning Commission

The commission members are Jim Erdman (chair), Fred Boss, Alfred Ganther Jr., Ronald Harrell, Sharon Karow, Carol Kaufmann and Robert Walter.

Property Assessments

The Town Assessor is Troy Zacharias with Action Appraisers and Consultants LLC. Mailing address is PO Box 557, Kaukauna, WI, 54130-0557. Business hours are 8:00 a.m. to 4:00 p.m., Monday through Friday. Phone: 920-766-7323.

Board of Review - June 1, 2016—6:00 p.m. to 8:00 p.m.

Open Book - April 28, 2016 —5:00 p.m. to 7:00 p.m.

Zoning Administrator

Carol Kaufmann, 2677 Indian Point Rd, Oshkosh WI 54901

Phone: 920-216-4668

2015 RECEIPTS

TAX ROLL COLLECTED IN 2014/2015

Property Taxes Collected (Real Estate)	\$	3,933,109.78	
Property Taxes Collected (Personal Property)	\$	94,679.05	
Special Assessment	\$	336,977.57	
Winnebago County Final Tax Settlement (Aug.)	\$	65,304.78	
Delinquent Personal Property Retained	\$	1,966.62	
Lottery Credit (town's portion)	\$	3,431.14	
PILT DNR Lands	\$	25,288.83	
			\$ 4,460,757.77

STATE OF WISCONSIN/FEDERAL

Shared Revenue	\$	71,324.06	
State Grant Local Transportation Aid	\$	61,501.86	
2% Fire Insurance Dues	\$	9,870.71	
State-In Lieu of St Cons	\$	14.19	
Recycling Grant	\$	9,597.27	
MSP Municipal Services	\$	56.65	
Exempt Computer Aid	\$	77.00	
			\$ 152,441.74

DOG LICENSES

Dog Licenses (Jan/Feb tax collections)	\$	215.00	
Dog License after tax collections	\$	139.00	
Dog License (Winnebago Co Retained)	\$	360.23	
Dog License Late Fee	\$	25.00	
			\$ 739.23

PUBLIC CHARGES

Farm Lease of Town Land	\$	13,760.00	
Cell Site Lease	\$	3,750.00	
Publication Fee (Liquor License Ads)	\$	435.00	
Tax/Assessment Inquire Requests	\$	1,320.00	
Town Hall Rental	\$	2,150.00	
IVSD Land Lease	\$	300.00	
Land Use Value Conversion	\$	1,212.23	
EMS Conference Refund	\$	54.50	
Weed Nuisance Control	\$	89.00	
			\$ 23,070.73

2015 RECEIPTS

INTEREST

Bank Account Interest	\$	1,799.80	
			\$ 1,799.80

LICENSES, PERMITS, FEES & FINES

Permit - Culvert	\$	2,700.00	
Culvert Cost Replacement	\$	6,110.57	
Permit - Building	\$	12,148.75	
License - Cigarette	\$	15.00	
License - Fireworks	\$	8,439.00	
License Franchise - Cable TV	\$	21,263.76	
License - Liquor	\$	1,370.00	
License - Operator	\$	945.00	
License - Soda	\$	30.00	
Road Excavation Permit	\$	60.00	
Zoning Permits	\$	1,300.00	
			\$ 54,382.08

PAYROLL WITHHOLDING

Social Security	\$	12,782.08	
Medicare	\$	2,989.82	
US Federal	\$	5,864.53	
State	\$	2,583.15	
			\$ 24,219.58

ASSETS - BEGINNING OF YEAR

Cash on Hand	\$	14,041.75	
Investments	\$	569,101.09	
			\$ 583,142.84

RECEIPT BALANCE

\$ 5,300,553.77

2015 EXPENSES

2014/15 TAX COLLECTION PAID TO SCHOOL DISTRICTS

Oshkosh Area School-Levy	\$ 1,635,656.70
PILT	\$ 13,992.37
Winneconne Comm. School-Levy	\$ 591,018.32
Fox Valley VTAE District School-Levy	\$ 254,834.69
PILT	\$ 1,603.88

\$2,497,105.96

2014/15 TAX COLLECTION PAID TO SANITARY DISTRICTS

Butte des Morts Sanitary District	\$ 6,620.30
County Final Settlement	\$ 2,343.08
Edgewood-Shangri-La Sanitary District	\$ 19,677.24
Island View Sanitary District	\$ 73,048.41
County Final Settlement	\$ 2,579.90
Sunset Sanitary District	\$ 13,025.38
County Final Settlement	\$ 1,239.88

\$ 118,534.19

2014/15 TAX COLLECTION PAID TO OTHER GOVERNING BODIES

State of Wisconsin-Levy	\$ 37,324.94
PILT	\$ 242.15
Lottery payback	\$ 561.54
Co Settlement Lottery payback	\$ 110.81
Winnebago County-Levy	\$ 1,353,827.15
Dog Licenses To County	\$ 329.50
Sewer Maint Fee code 18	\$ 3,325.00
PILT	\$ 8,513.70
Town of Oshkosh	
Garbage/COPOWT refund	\$ 205.00
Personal Property refund	\$ 37,661.08

\$1,442,120.87

2015 EXPENSES

Salaries are shown with employer's portion of tax withholdings included

SALARIES & EXPENSES

Chair/	Salary/FICA	\$ 27,989.04	
	Expenses	\$ 2,663.75	
	Cell Phone	\$ 720.00	
	P & Z Committee	\$ 185.00	
	Board of Appeals	\$ 165.00	
	Funeral Flowers	\$ 109.95	
	Sub-Total	\$	31,832.74
Clerk	Salary/FICA	\$ 33,730.32	
	Clerk Assist	\$ 125.00	
	Expenses	\$ 1,254.89	
	Print & Ads	\$ 1,310.18	
	Office Supplies	\$ 1,095.43	
	Computer Expense	\$ 2,078.74	
	Postage	\$ 642.63	
	Copier	\$ 1,474.41	
	Sub-Total	\$	41,711.60
Treasurer	Salary/FICA	\$ 12,918.00	
	Expenses	\$ 1,950.81	
	Postage	\$ 1,540.90	
	Dog License Admin.	\$ 24.50	
	Accountant	\$ 2,350.00	
	Sub-Total	\$	18,784.21
Total of Board Salaries and Expenses			\$ 92,328.55
Building Inspector			
	Salary w/FICA	\$ 11,209.13	
	Expenses	\$ 105.00	
	Sub-Total	\$	11,314.13
Zoning Inspector			
	Salary w/FICA	\$ 7,750.80	
	Expenses	\$ 282.30	
	Sub-Total	\$	8,033.10
Total Salaries			\$ 19,347.23

2015 EXPENSES

ELECTIONS

Election Officials Compensation	\$	1,019.00	
Expenses	\$	9,604.19	
			\$ 10,623.19

LEGAL

General		\$	4,786.17	
Legal	Board of Review	\$	600.00	
Legal	Stormwater	\$	275.00	
Legal	Plummers matter	\$	892.73	
Legal	Morgan	\$	16.25	
				\$ 6,570.15

TOWN HALL

Custodian Salary/FICA		\$	4,408.31	
Maintenance		\$	1,468.42	
Supplies		\$	522.80	
Office	Record Storage-Cable TV-Phones Internet at Town Hall	\$	3,147.64	
Utilities		\$	6,741.87	
				\$ 16,289.04

INSURANCE

Board/Property/Buildings		\$	7,391.26	
Workers Compensation		\$	4,923.24	
VFD Insurance		\$	854.00	
				\$ 13,168.50

VOLUNTEER FIRE DEPARTMENT

Reimbursement of Fire Calls		\$	15,030.00	
Fire Chief Salary/FICA		\$	4,794.01	
Fire Assistant Chief Salary/FICA		\$	1,937.76	
Fire Inspector Salary/FICA		\$	2,632.04	
VFD Gasoline		\$	671.06	
VFD Truck Maint./Repair		\$	5,206.73	
VFD Supplies/Equipment		\$	24,444.86	
VFD Education		\$	2,742.01	
VFD Misc. Expense		\$	3,045.28	
VFD Other Maint./Repairs		\$	3,523.57	
VFD High Capacity Well		\$	125.00	
				\$ 64,152.32

2015 EXPENSES

FIRST RESPONDER DEPARTMENT

Reimbursement of First Responder Calls	\$	6,545.35	
First Resp. Coordinator Salary	\$	2,512.38	
First Resp. Expense	\$	5,782.38	
First Resp., Equip. & Supplies	\$	3,898.60	
Education	\$	1,989.00	
			\$ 20,727.71

PROPERTY ASSESSMENTS

Service Contract	\$	14,000.00	
Expenses	\$	422.94	
			\$ 14,422.94

ROADS AND UTILITIES

Local Road Maintenance	\$	197,044.63	
Street Lighting	\$	8,409.28	
			\$ 205,453.91

PUBLIC SERVICE

Garbage Curbside Pickup	\$	113,381.64	
Recycling Curbside	\$	103,421.52	
Curbside surcharge & billing	\$	1,987.37	
Recycling	\$	4,081.27	
Animal Expense	\$	460.00	
Plummers Cemetery	\$	1,930.00	
Stormwater Expense	\$	745.00	
			\$ 226,006.80

2015 Population: 2477
Indebtedness Ending 12/31/15: \$16,000
Town Levy paid in 2015: \$201,510.95
Town Area in Square Miles: 9.64
Town Road Miles: Approx. 28 Miles

2015 EXPENSES

PAYROLL WITHHOLDINGS

Social Security	\$	12,782.08
Medicare	\$	2,989.82
Federal US	\$	5,864.53
State	\$	2,583.15
		\$ 24,219.58

CAPITAL OUTLAY EXPENDITURES

Principal-IVSD Road Asphalt Loan	\$	8,000.00
Interest-IVSD Road Asphalt Loan	\$	1,080.00
		\$ 9,080.00

ASSETS - END OF YEAR

Cash on Hand	\$	1,260.89
Investments	\$	519,141.94
		\$ 520,402.83

EXPENSE BALANCE

\$5,300,553.77

Financial Statement of Accounts Ending December 31, 2015

CASH ACCOUNTS:

Citizens First - General Checking	\$	1,255.41
Citizens First - Savings	\$	5.48
Sub-total	\$	1,260.89

INVESTMENT ACCOUNTS:

Wells Fargo Money Market	\$	128,797.98
Preservation Fund (Restricted)	\$	72,850.00
Citizens First Bank CD	\$	100,000.00
Citizen First - Plummers Cemetery CD (Restricted)	\$	8,125.00
Choice Bank	\$	209,368.96
Sub-total	\$	519,141.94

Total Assests:	\$	520,402.83
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Budget Summary

	2015 Budget	2016 Budget	Net % Change
<u>Revenues:</u>			
Taxes	\$207,942	\$213,572	2.7
Intergovernmental Revenue	\$153,791	\$154,196	0.3
Licenses & Permits	\$60,400	\$59,165	-2.0
Public Charges for Services	\$236,435	\$240,427	1.7
Miscellaneous Revenue	\$18,000	\$18,200	1.1
Funds To Reduce Levy	\$87,408	\$75,001	-14.2
TOTAL	\$763,976	\$760,561	-0.4
<u>Expenses:</u>			
General Government	\$188,607	\$178,722	-5.2
Public Safety	\$102,729	\$104,699	1.9
Public Works	\$448,285	\$448,457	0.1
Health & Human Services	\$4,500	\$4,000	-11.1
Conservation & Development	\$1,000	\$1,000	0.00
Debt Service	\$9,080	\$8,720	-4.0
Other Financing Us- es	\$9,775	\$14,963	53.1
TOTAL	\$763,976	\$760,561	-0.4

Town of Oshkosh

Mailing address:
1076 Cozy Lane, Oshkosh WI 54901
Town Hall address:
230 E Cty Y, Oshkosh WI 54901
website: www.townofoshkosh.com
email: townofoshkosh@gmail.com
phone: (920) 235-7771

2016 RECYCLING DATES

Garbage is picked up every Monday for the entire town.
Recycling is picked up according to the schedule below.

ADVANCED DISPOSAL (920) 685-6666

● =Paper

■ =Commingle

✕ =Holiday

Trash picked up weekly

January	February	March	April
S M T W T F S 1 2 ✕ 3 ■ 5 6 7 8 9 10 ● 12 13 14 15 16 17 ■ 19 20 21 22 23 24 ● 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 ● 9 10 11 12 13 14 ■ 16 17 18 19 20 21 ● 23 24 25 26 27 28 ■	S M T W T F S 1 2 3 4 5 6 ● 8 9 10 11 12 13 ■ 15 16 17 18 19 20 ● 22 23 24 25 26 27 ■ 29 30 31	S M T W T F S 1 2 3 ● 5 6 7 8 9 10 ■ 12 13 14 15 16 17 ● 19 20 21 22 23 24 ■ 26 27 28 29 30
May	June	July	August
S M T W T F S 1 ● 3 4 5 6 7 8 ■ 10 11 12 13 14 15 ● 17 18 19 20 21 22 ■ 24 25 26 27 28 29 ✕ ●	S M T W T F S 1 2 3 4 5 ■ 7 8 9 10 11 12 ● 14 15 16 17 18 19 ■ 21 22 23 24 25 26 ● 28 29 30	S M T W T F S 1 2 3 ✕ ■ 6 7 8 9 10 ● 12 13 14 15 16 17 ■ 19 20 21 22 23 24 ● 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 ● 9 10 11 12 13 14 ■ 16 17 18 19 20 21 ● 23 24 25 26 27 28 ■ 30 31
September	October	November	December
S M T W T F S 1 2 3 4 ✕ ● 7 8 9 10 11 ■ 13 14 15 16 17 18 ● 20 21 22 23 24 25 ■ 27 28 29 30	S M T W T F S 1 2 ● 4 5 6 7 8 9 ■ 11 12 13 14 15 16 ● 18 19 20 21 22 23 ■ 25 26 27 28 29	S M T W T F S 1 2 3 4 5 6 ■ 8 9 10 11 12 13 ● 15 16 17 18 19 20 ■ 22 23 ✕ 25 26 27 ● 29 30	S M T W T F S 1 2 3 4 ■ 6 7 8 9 10 11 ● 13 14 15 16 17 18 ■ 20 21 22 23 24 25 ✕ 27 28 29 30 31

***Please have all materials curbside by 6:00 am**

Ecycle

Magnet recycle calendars are available. If you are interested in obtaining one, please call 920-235-7771 or email townofoshkosh@gmail.com

Rabies vaccination and dog license requirements

As required under the *Wisconsin State Statutes*, owners of dogs in the Town of Oshkosh must have rabies vaccination and be licensed.

Vaccination against rabies of all dogs by a veterinarian is required within 30 days after the dog reaches 4 months of age and revaccinate within one year after the initial vaccination. Older vaccinated dogs must be revaccinate when the certificate expires or within three years of the previous vaccination. Certificates of current vaccination by a veterinarian must be presented when obtaining dog licenses.

All dogs 5 months of age or older require a license. The license fee for neutered males or spayed females is \$3.00, upon presentation of evidence that the dog has been neutered or spayed, and \$8.00 for not neutered male or not spayed female dogs.

New residents of the town have 30 days to obtain a dog license.

Penalties

A late fee of \$5.00 shall be added to the owner of each dog 5 months of age or over who fails to obtain and renew his or her dog license by April 1st. An owner who fails to meet the dog licensing requirement by statute may be required to forfeit no less than \$50.00 nor more than \$100.00.

Please detach and mail application below to:

Town of Oshkosh Treasurer, Maribeth Gabert
4543 Plummerville Point Road
Oshkosh WI 54904

Include a check payable to the Town of Oshkosh, rabies inoculation verification, and if applicable, evidence that the dog has been spayed or neutered.

\$3.00 for neutered males or spayed females; \$8.00 for not neutered males or not spayed females
Clip and mail the application below; for more than one dog, you may copy this form or provide the same information on a separate sheet of paper.

Mail to Town of Oshkosh Treasurer, Maribeth Gabert, 4543 Plummerville Pt. Rd., Oshkosh, WI 54904

Town of Oshkosh Application for Dog License

Today's date: _____

Owner(s) name: _____

Owner(s) address: _____

Name of dog: _____ Breed: _____

Color and/or markings: _____

Male or Female: _____ Age: _____ Is your dog spayed or neutered? _____

2015 Town Board Members

Town Chair	Jim Erdman	2492 Hickory Lane, 54901	920-233-3618
Town Supervisors	Gerald Frey	4808 Island View Dr, 54901	920-379-5873
	Matt Merten	1054 Cozy Lane, 54901	920-410-2206
Town Treasurer	Maribeth Gabert	4543 Plummers Pt Rd, 54904	920-231-0179
Town Clerk	Jeannette Merten	1076 Cozy Lane, 54901	920-235-7771

Sanitary Districts

Butte des Morts Consolidated Sanitary District No. 1

Owen Russell, President	582-4328
Norm Zobel, Secretary	582-7711
Gerald Miller, Treasurer	582-7167
Yvonne Zobel, Deputy Sec-Trea.	582-7711

Edgewood-Shangri La Sanitary District

Fred Guenther, President	231-6760
Robert Schmiedel, Treasurer	231-4271
James Killinger, Secretary	235-0188
Joan Guenther, Business Secretary	231-6760

Island View Sanitary District

Ronald Harrell, President	233-4739
Vicky Rowe, Secretary	233-3441
Thomas Konrad, Treasurer	233-0504
Dawn Merten, Business Secretary	385-1991

Sunset Sanitary District

Mike Mieritz, President	427-6419
Ken Fell, Treasurer	426-3842
Richard Berger, Secretary	410-7991
Barb Walker, Business Secretary	420-7344

Town of Oshkosh Sanitary District

James Merten Jr, President	235-7771
Jeannette Merten, Treas-Sec.	235-7771

Town Hall Rental

- Town hall rental is available to Town of Oshkosh property owners ONLY
- Cost is \$50 for 6-hours and \$75 for 12-hours.
- For available dates and scheduling, call the town clerk at 920-235-7771 or check the calendar online at townofoshkosh.com for available dates.
- All reservations must be confirmed with the town clerk.

ELECTION DATES

Spring Primary February 16, 2016

Spring Election—Presidential Preference April 5, 2016

Fall Primary August 9, 2016

General Fall Election—Presidential November 8, 2016

HERE'S WHAT TO EXPECT AT THE POLLS.

Now that people are bringing their IDs to the ballot, voting at your polling place will be a little different. Just remember to be patient; not everyone will be as prepared for these changes as you are.

STATE IT

First, you'll need to state your full name and address for the election official who checks you in. They'll check your information in the poll book.

SHOW IT

Next, it's time to show your photo ID. That way, poll workers can compare your face to your photo and confirm that you really are you.

SIGN IT

Finally, you'll sign the poll book (unless a physical disability prevents it). Your signature or mark should go right next to your name and address. Now you're ready to vote.

Register to Vote & Absentee Ballots

GAB-131
Voter Registration Application
(Proof of Residency Required)

GAB-121
Absentee Ballot Application
(Copy of Photo ID Required)

Forms can be found at:
townofoshkosh.com

- Print form
- Complete form
- Submit form including required document(s).

Mail to:
Town of Oshkosh
Jeannette Merten/Town Clerk
1076 Cozy Ln
Oshkosh WI 54901

If you do not have access to the internet, contact the town clerk and a form will be mailed to you at 920-235-7771.

Stormwater Friendly Lawns

Set mower height to 3 inches or higher: The taller grass slows the rate of runoff and will produce a deeper and denser root system. Denser roots will absorb more water, reducing lawn runoff and preventing erosion. Deeper roots have access to more water stored in the ground and can reduce irrigation need during droughts. Denser roots can also suppress weeds from growing up around them.

Retain grass clippings and chopped leaves on-site: A mulch-mower is ideal for retaining and spreading clippings on your lawn. The clippings decompose quickly, provide important nutrients for your lawn, and settle to create an organic layer on the soil that encourages stormwater infiltration. This technique can significantly reduce or eliminate the need and cost of nitrogen fertilizers.

[Keep clippings and chopped leaves out of streams, off the street, and out of storm drains](#): If mulching is not possible, bag the clippings and store them in a compost area where the organic material can be used as a fertilizer as a later date. Blowing them on to a street or into storm drains leads the clippings directly to local streams, where they decompose and act as major pollutants by increasing nitrogen to unsafe levels for fish and other aquatic life. Fertilizers for lawn- do you need it? If so- what, where, when, and how much?: Many lawns do not need fertilizer, due to the soil fertility or by carrying out previously discussed practices. Using no fertilizer is ideal for the health of the bay, but if your lawn is thin or has bare spots, you should consider fertilizing it. **A dense vegetated cover is the most “stormwater friendly” lawn.**

- Test your soil or consult a local professional or certified applicator: **There is no “one size fits all”** when it comes to fertilizer. Needs vary drastically based on soil texture, pH levels, and nutrient levels. In fact, soil tests can reveal that lawns may be suffering from *micronutrient deficiency*, and standard chemical fertilizers may not alleviate the problem. Identifying these needs will reduce unnecessary applications, create a healthier lawn faster, and reduce long-term costs.
- Maximize the slow-release nitrogen in your fertilizer: **Typically called “water insoluble nitrogen”** or WIN on fertilizer bags, slow-release nitrogen limits nutrient runoff and exportation. This should be applied in the Spring, opposed to the Fall, to provide a steady source of nutrients throughout the growing season.
- If fertilizer is needed, apply less than 1 pound per 1000 square feet per [application](#): Some instructions refer to pounds per *season*, not to be confused with application- as there are multiple applications per season.
- Start with low amounts or fewer applications: Your lawn may achieve its ideal coverage and growth with reduced rates, saving time and money.

Apply only during the growing season, and check the weather: Wait until the grass begins growing in **March to fertilize, and avoid fertilizing after October. Fertilizing during a lawn’s dormant season increases** the risk of running off into streams or leaching into your water table because root systems are less active. Additionally, do not fertilize directly before a rain event, because most will wash off in [stormwater runoff](#).

Do not fertilize or use pesticides with 15 to 20 feet of a stream, use riparian-specific herbicides if necessary: Keeping this distance will help keep chemicals out of the stream. Consider establishing a natural riparian buffer, instead. Immediately sweep any granulated chemicals off [hard surfaces](#) and back onto your lawn: Your walkway, driveway, patio, or local road is often a quick route to drainage pipes

Composting at Home

Compost is organic material that can be added to soil to help plants grow. Food scraps and yard waste currently make up 20 to 30 percent of what we throw away, and should be composted instead. Making compost keeps these materials out of landfills where they take up space and release methane, a potent greenhouse gas.

All composting requires three basic ingredients:

- **Browns**—This includes materials such as dead leaves, branches, and twigs.
- **Greens**—This includes materials such as grass clippings, vegetable waste, fruit scraps, and coffee grounds.
- **Water**—Having the right amount of water, greens, and browns is important for compost development.

Your compost pile should have an equal amount of browns to greens. You should also alternate layers of organic materials of different-sized particles. The Brown materials provide carbon for your compost, the green materials provide nitrogen, and the water provides moisture to help break down the organic matter.

Backyard Composting

Select a dry, shady spot near a water source for your compost pile or bin.

Add brown and green materials as they are collected, making sure larger pieces are chopped or shredded.

Moisten dry materials as they are added.

Once your compost pile is established, mix grass clippings and green waste into the pile and bury fruit and vegetable waste under 10 inches of compost material.

Optional: cover top of compost with a tarp to keep it moist. When the material at the bottom is dark and rich in color, your compost is ready to use. This usually takes anywhere between two months to two years.

Indoor Composting

If you do not have space for an outdoor compost pile, you can compost materials indoors using a special type of bin, which you can buy at a local hardware store, gardening supplies store, or make yourself. Remember to tend your pile and keep track of what you throw in. A properly managed compost bin will not attract pests or rodents and will not smell bad. Your compost should be ready in two to five weeks.

What To Compost

- Fruits and vegetables
- Eggshells
- Coffee grounds and filters
- Tea bags
- Nut shells
- Shredded newspaper
- Cardboard
- Paper
- Yard trimmings
- Grass clippings
- Houseplants
- Hay and straw
- Leaves
- Sawdust
- Wood chips
- Cotton and Wool Rags
- Dryer and vacuum cleaner lint
- Hair and fur
- Fireplace ashes

What Not To Compost and Why

- Black walnut tree leaves or twigs
 - Releases substances that might be harmful to plants
- Coal or charcoal ash
 - Might contain substances harmful to plants
- Dairy products (e.g., butter, milk, sour cream, yogurt) and eggs*
 - Create odor problems and attract pests such as rodents and flies
- Diseased or insect-ridden plants
 - Diseases or insects might survive and be transferred back to other plants
- Fats, grease, lard, or oils*
 - Create odor problems and attract pests such as rodents and flies
- Meat or fish bones and scraps*
 - Create odor problems and attract pests such as rodents and flies
- Pet wastes (e.g., dog or cat feces, soiled cat litter)*
 - Might contain parasites, bacteria, germs, pathogens, and viruses harmful to humans
- Yard trimmings treated with chemical pesticides
 - Might kill beneficial composting organisms