

**MEEKER COUNTY HIGHWAY DEPARTMENT
MAILBOX REPAIR/REPLACEMENT POLICY**

Purpose

This policy addresses mailbox repair/replacement due to problems with a mailbox as a result of Meeker County's snow removal and is not intended for any other purpose.

This policy is intended to provide notice that the Meeker County Highway Department ("MCHD") will repair/and or replace mailboxes that a snowplow may directly hit while snowplowing County State Aid Highway and Township roads. **Note: In most cases of mailbox damage it is the weight of the snow coming off a snowplow that damages a mailbox and not an actual hit by the plowing equipment. The MCHD will not cover damages to mailboxes that are caused by the weight of the snow coming off a snowplow.** The policy is also intended to identify the only types of mailboxes that the MCHD may be responsible for repairing and/or replacing and the MCDC will only repair/replace the mailbox or structure if it exists as defined in this policy.

The MCHD is not responsible for the repair/replacement of any other supports and/or attached mailboxes unless listed below. These are the only two mailbox designs that were crash tested for motorist safety and comply with nationally recognized safety standards.

Legally Permissible Mailboxes/Structures

All mailboxes that the MCHD are responsible for the repair/replacement are listed in this policy. Also, all structures must conform the height as recommended by the U.S. Postal Service (38-42 inches for rural mailboxes and 45-48 inches for urban mailboxes; however length may vary depending on terrain slope and location). Refer to attached reference (2) diagrams. The MCHD is not responsible for the repair/ replace of any other supports or mailboxes other than the below-listed types and designs:

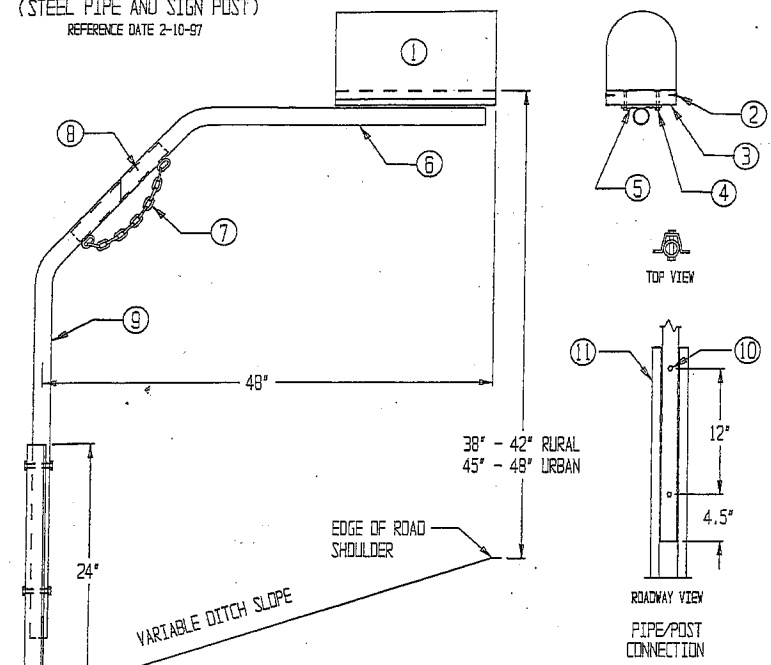
1. A swing-away mailbox with a steel post support (reference diagram): If the swing-away steel support or mailbox is damaged by the snowplow equipment, the MCHD will repair/replace the support and allow \$15.00 for the damaged mailbox, and
2. A wood cantilevered mailbox with a wood support (reference diagram): This mailbox does not swing-away from the equipment if hit but this design does protect the upright part of the mailbox support by moving the support further away from the road upon impact. The MCHD will repair/replace the mailbox support if the snowplow equipment damages it and allow \$15.00 for the damaged mailbox.

This policy shall be in full force and effect as approved by the Meeker County Board of Commissioners on October 18, 2011, and amended at their meeting on November 1, 2011.

Attest: _____


Barbara Loch, Meeker County Auditor

MAIL BOX SUPPORT 48"
 (STEEL PIPE AND SIGN POST)
 REFERENCE DATE 2-10-97



- NOTES:**
- * ALL PIPE SHALL CONFORM TO SPEC 3362
 - * ALL FASTENERS SHALL CONFORM TO SPEC 3391
 - * ALL MATERIALS SHALL BE GALVANIZED PER SPEC 3392
 - * OTHER MANUFACTURED MAILBOX SUPPORTS MAY ALSO BE USED.
 - * MAILBOX ENTRY TO BE 8" TO 12" OUTSIDE THE EDGE OF SHOULDER, OR 6" TO 12" FROM FACE OF CURB.

BILL OF MATERIALS

ITEM	REQD	DESCRIPTION
1	1	RECOMMENDED MAILBOX SIZE 1A (1-1/2) APPROX 8"W X 21"L X 10-1/2"H
2	9	#10 X 1" SCREW
3	1	1-1/2" THICK WOOD FILLER TO FIT MAILBOX
4	4	1/4" X 2-1/2" CARRIAGE BOLT AND NUT
5	2	1/4" THICK MOUNTING BRACKET
6	1	1-1/4" SCH 40 PIPE
7	1	CHAIN SIZE 4/0 700# LOAD LIMIT
8	1	1" SCH 40 PIPE
9	1	1-1/4" SCH 40 PIPE
10	2	5/16" X 2-3/4" GR5 BOLT AND NUT
11	1	72" LONG MIN. FLANGED CHANNEL SIGN POST 3# PER FOOT PER SPEC 3401

* MAIL BOX LOCATIONS SHOULD BE STAKED BEFORE INSTALLATION FOR PROPER HEIGHT AND DISTANCE FROM ROADWAY. ONCE STAKED, THE INSTALLER MUST NOTIFY THE ENGINEER AND THE POST OFFICE. THE ENGINEER AND POSTMASTER/MAILCARRIER WILL BE ALLOWED 48 HOURS TO REVIEW AND MODIFY THE STAKED LOCATIONS PRIOR TO FINAL INSTALLATION.

Wood Cantilevered Support

