

BAY COUNTY ROAD COMMISSION MAILBOX REPLACEMENT POLICY

Rural mailboxes are permitted to be installed within the Bay County Road Commission right-of-way for the sole purpose of mail delivery by the U.S. Postal Service. The placement of mailboxes in the right-of-way is for the benefit and convenience of local businesses and residents. The Road Commission recognizes its responsibility to the community and thus allows the placement of mailboxes within the right-of-way for the convenience of the public.

Occasionally, the Road Commission, as a result of its daily activities, may accidentally strike, knock down, or damage a mailbox. This most often occurs during snow removal and plowing operations. It is the policy of the Road Commission to assist with the replacement of mailboxes damaged as a result of our maintenance or snow removal operations in the following manner:

- 1) Upon receipt of a mailbox damage complaint, the Road Commission will verify the damage and determine the Road Commission's direct involvement in causing such damage. If a mailbox has been damaged as a direct result of our operations, the owner will be given a \$40.00 voucher. This voucher allows them to purchase the necessary materials and hardware to repair the damage or purchase a 4" x 4" mailbox post assembly, standard mailbox, and mounting plank in the event the existing mailbox is damaged beyond repair. These vouchers will be redeemable at designated retail outlets.
- 2) The Road Commission will not be responsible for installing the vouchered mailboxes, or any additional costs of replacement materials exceeding the value of the voucher. The Road Commission will, however, continue its policy of reinstalling mailboxes that are deliberately removed or damaged as a result of routine work projects.
- 3) The Road Commission reserves the right to make exceptions to this policy as becomes appropriate but only in adverse cases. The Engineer-Manager or General Superintendent will determine these exceptions.

Owners wishing to obtain a voucher must contact the Road Commission the day of or the day following the incident. This issued voucher will expire after 30 days.