

**ADOPTION OF THE MONTVILLE TOWNSHIP
MAILBOX POLICY DURING SNOW EVENTS**

RESOLUTION NO.: 111219.01

The Montville Township Board of Trustees of Medina County, Ohio, met in regular session on November 12, 2019 with the following members present:

Trustee Ron Bischof - Trustee Jeff Brandon - Trustee Sally Albrecht

Trustee Bischof offered the following resolution and moved the adoption of same, which was duly seconded by Trustee Albrecht

**RESOLUTION FOR THE ADOPTION OF A
MAILBOX POLICY DURING SNOW EVENTS**

WHEREAS, the Montville Township Board of Trustees determine that it is necessary to adopt a policy that provides a comprehensive plan for mailboxes downed by snow operations.

NOW THEREFORE BE IT RESOLVED THAT: the Montville Township Board of Trustees hereby adopts the following Mailbox Policy as written below:

Montville Township strives to maintain clear roads and safe driving conditions for township residents and the traveling public. The Township provides safe, prompt and consistent plowing services on all public township roads and highways. On occasion a plow truck might hit, damage and/or destroy a resident's mailbox.

If a mailbox that is properly located within the right-a-way (a minimum of at least 6 inches from the face of the curb or the edge of the pavement to the face of the mailbox); is installed correctly (sturdy and stable post and mailbox, no loose or missing hinges, bolts or screws, no rotted wood or rusted metal); is in compliance with the USPS guidelines and is damaged as a result of direct contact by one of the Montville Township Service Department Plow Trucks, the mailbox will be repaired by Montville Township.

Mailboxes that come down from the snow plow throwing snow/slush/ice or down due to deteriorated materials will be the responsibility of the owner. Mailboxes need to be installed in a manner to be able to withstand the weight of snow removal.

It is important to comply with the USPS guidelines for the type, height and installation of mailboxes in the road right-of-way. Improperly installed mailboxes, mailboxes not in compliance with the height standards of the USPS or placed in the wrong location in the road right-of-way will be the responsibility of the owner regardless of the whether the plow makes direct contact with the box or not. Please contact your local postmaster for directions regarding the placement of your mailbox.

Although decorative and/or expensive mailboxes are permitted within the Township and may be required by individual homeowner associations, they are not required by the Township. Montville Township's policy in cases of damage to a mailbox by direct contact with our plow trucks is limited to the repair of the existing mailbox, replacement with a generic mailbox value up to the amount of \$50.00, no monetary reimbursement will be issued. Please note that the

method of repair or replacement settlement will be at the discretion of the Montville Township Service Department.

In the event your properly placed mailbox is down, you may call the Montville Township Service Department at 330-725-0273. The Service Department will repair/replace mailboxes that are damaged by direct contact with a Township Snow Plow as detailed above. Replacements will be with a generic mailbox and are within the discretion of the Montville Township Service Department.

Mailbox repairs will not take place until the current snow operations are finished. Future snow events could delay repairs and/or replacements of mailboxes.

Upon roll call, the vote was as follows:

Trustee Bischof, Aye - Trustee Brandon, Aye - Trustee Albrecht, Aye

Adopted: November 12, 2019

Jeff Brandon-Trustee

Sally Albrecht-Trustee

Ronald Bischof-Trustee

CERTIFICATE OF THE FISCAL OFFICER

I, Mary Pawlowski, Fiscal Officer of Montville Township, Medina County, Ohio, do hereby certify that the foregoing is a true and correct copy of the original resolution now on file in the records of the Board of Trustees of Montville Township, Medina County, Ohio.

Mary Pawlowski, Montville Township Fiscal Officer
Certified this 12th of November, 2019