

MAILBOX REPAIR POLICY

The Alpena County Road Commission will make repairs or replacements to mailboxes in the right-of-way of public roads which fall under the maintenance jurisdiction of the Road Commission, such that:

1. Mailboxes and posts which are damaged by a direct hit by Alpena County Road Commission snow removal equipment will be repaired or replaced by the Alpena County Road Commission at the discretion of the county road foreman performing the assessment. The Alpena County Road Commission will not repair/replace mailboxes damaged by flying snow that is being plowed from the roadway.
2. A verbal or written notification of damage must be received by the Alpena County Road Commission which details the date and time the damage was noticed, location of the box, the name and phone number of the property owner, etc.
3. The Road Commission will replace boxes with a standard-sized U.S. postal service mailbox, or will replace with a similar-sized box if a larger U.S. postal box exists. The homeowner will be responsible for replacement of address number on the box.
4. Labor and material for such repairs will be included if the facility is properly installed. The box/post will not be repaired if not maintained in good condition or is a non-conforming installation.
5. Custom boxes and posts will be reimbursed at a maximum rate of \$25.00 per location if the owner wishes a custom box or post rather than the standard Road Commission installation. No labor will be supplied in this case.
6. A newsletter will be published in late summer and/or late fall, which outlines proactive approaches which should be taken to protect and strengthen mailboxes, including, but not limited to, the following:
 - Installation of a snow board
 - Clearing of snow around mailboxes
 - Winter mailbox storage at seasonal residences
 - Location of box in the right-of-way
 - Prohibited construction

Adopted: March 12, 1996

Revised: January 27, 1998

May 20, 2009