

**BOARD OF TRUSTEES
KINGSVILLE TOWNSHIP, ASHTABULA COUNTY, OHIO**

RESOLUTION NO. 2018-003

ESTABLISHING A POLICY FOR MAILBOX REPLACEMENT ON TOWNSHIP ROADS

WHEREAS, mailboxes are a road obstruction within the Township road right-of-way that represent a hazard to the traveling public (Ohio Revised Code references 5547.03, 5547.04; Ohio Supreme Court (1992) 63 Ohio St. 3d 318);

BE IT RESOLVED, by the Kingsville Township Board of Trustees, Ashtabula County, State of Ohio that on behalf of the residents of Kingsville Township, does hereby establish a mailbox replacement policy as follows:

All mailbox units shall comply with the United States Postal Regulations as well as guidelines set forth by the Federal Highway Administration as follows:

- Mailbox:** Shall be of an approved U.S. Postal Service design. The Mailbox unit shall be entirely of plastic and/or lightweight galvanized steel construction. Decorative enhancements that increase the weight or mass of the mailbox are not permitted.
- Post:** Maximum single 4" x 4" square or 4 ½" diameter wood post or a metal post with a strength no greater than a 2" diameter standard strength steel pipe.
- Hardware:** Plates, screws, bolts, etc., shall be commercial grade galvanized steel.
- Setting Posts:** Posts shall be set in compacted earth or driven into the ground at a depth not to exceed twenty-four (24) inches. In no case should the post be encased in concrete or be permanently affixed in any manner.
- Mounting:** Support hardware shall accommodate either a single or a double mailbox installation. No more than two (2) boxes shall be mounted on a single post. The roadside face of the mailbox shall be no closer than 3 feet from the edge of the pavement. When a mailbox is installed near existing guardrail, it shall be placed behind the guardrail unless otherwise approved by the Kingsville Township Road Superintendent.
- Damage:** Mailboxes damaged by maintenance operations will be repaired or replaced by Kingsville Township. Mailboxes damaged by DIRECT contact with a truck or plow will be repaired or replaced with an approved design as described above. DAMAGE BY THROWN SNOW/SLUSH/ICE DOES NOT WARRANT REPLACEMENT OR REPAIR. If the mailbox is of a specialty or exotic type of construction, the owner has the option of accepting a one-time only cash settlement not to exceed seventy-five dollars (\$75.00). An inspection of the damaged mailbox by the Kingsville Township Road Superintendent along with a signed release form is required prior to payment. Damage claims and settlements are subject to review by the Road Superintendent and/or the Kingsville Township Board of Trustees.

NOW, THEREFORE, this Resolution shall be in full force and effect upon its passage and approval by the Board of Trustees and as further provided under Ohio law.

Board of Trustees

Jim Branch, Chairman

Karl Brunell, Vice-Chairman

Michael Cliff, Trustee

CERTIFICATION:

I, Sarah Patterson, Fiscal Officer of Kingsville Township, hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Trustees of Kingsville Township at a regularly scheduled meeting on January 24, 2018.

Signed: _____

**Sarah Patterson
Fiscal Officer of Kingsville Township
Ashtabula County, Ohio**