

## CITY OF WOODLAND

### COUNCIL POLICIES

#### CHAPTER 6 – PUBLIC WORKS – GENERAL MAINTENANCE

##### POLICY 6-1 – MAILBOX REPAIR POLICY

###### PURPOSE

The purpose of this policy is to establish specific guidelines that the City of Woodland will use to determine responsibility for repair of mailboxes and associated mounting posts, damaged during snow plowing operations.

###### POLICY

The City has directed its snow plowing contractor to exercise special care when plowing snow in the vicinity of mailboxes located at the side of the road. Despite this standard of care, some mailboxes may be damaged during the snow removal season. The City has found that in most cases, it is the weight of the snow coming off the plow or wing blade which damages a mailbox or the post upon which it is set.

###### GENERAL POLICY GUIDELINES

- Mailbox installation and support, on-going maintenance, and conformity with current US Postal standards, are the responsibility of the homeowner. Recognizing the extreme nature of the Minnesota winter climate, homeowners should use materials when constructing mailboxes that will withstand the force of snow windrow off the end of a snowplow as well as the pressure of snow pushed to the shoulder of the road to provide safe passage and visibility in the roadway. Proper maintenance of mailboxes and posts is an obvious necessity.
- Although the City's contractor will make a reasonable effort to minimize snow accumulation in front of mailboxes, homeowners are primarily responsible for keeping their mailboxes clear of snow to facilitate delivery and pickup of mail.
- The City will not accept responsibility for damage to mailboxes and posts from the pressure of snow generated in the process of snow removal or storage.
- The City or its snow plowing contractor will assume responsibility for damage to mailboxes and posts when it can be clearly demonstrated that they have been struck by the City plow. In such case the City may, at its option, repair or replace the mailbox and supporting post.
- The City's responsibility shall be limited to the cost of replacement with a standard U.S. Post Office approved, metal mailbox and a plain, sturdy post or the installed cost of these items. Decorative and premium priced mailboxes and posts will not be replaced in-kind.

Council Policy No. 6-1  
Adopted by Council: April 14, 2014  
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