

**LOWER MOUNT BETHEL TOWNSHIP  
NORTHAMPTON COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2017-03**

**A RESOLUTION ESTABLISHING A POLICY FOR THE  
REIMBURSEMENT OF DAMAGE INCURRED TO A  
MAILBOX AND/OR POST ON TOWNSHIP ROADS AS A  
RESULT OF PUBLIC ROAD MAINTENANCE DURING  
INCLEMENT WEATHER EVENTS.**

**WHEREAS**, in order to facilitate rural route mail delivery, an occupant must erect a mailbox by the road in the Township's right-of-way and the mail carrier utilizes public roads to deliver mail; and

**WHEREAS**, it is the responsibility of the Board of Supervisors of Lower Mount Bethel Township to make the public roads safe for the travelling public; and

**WHEREAS**, this responsibility is particularly critical during inclement weather events and in order to accomplish this task, the employees of the Road Department utilize Township trucks and plows to clear the roads of snow and ice; and

**WHEREAS**, during the course of clearing the roads, occasionally a mailbox erected in the Township right-of-way sustains damage; and

**WHEREAS**, the Board of Supervisors of Lower Mount Bethel Township have determined that a written policy needs to be established regarding mail boxes, mail box posts and snow plowing; and

**NOW, THEREFORE, BE IT RESOLVED** that the following policy will be in effect:

1. If the mailbox and/or the post is knocked down by the force of the snow off the plow, the Township will not make any payment to the owner of the mailbox
2. The owner of the mailbox must report the damage within two business days (48 hours) of the inclement weather event.
3. Upon receipt of a complaint, the Roadmaster will consult with the employee assigned to that particular route. After consulting with the employee, the Roadmaster will review the damage and make a determination whether the damage was a result of direct contact with the plow or if it was the force of snow that knocked the mailbox over.
4. The Roadmaster's decision shall be the final decision on the matter. An incident report shall be prepared and signed by the Roadmaster.
5. The report shall contain the name of the resident, name of the property owner (if different from the resident), address of the incident, the substance of the complaint, and the Roadmaster's final decision.

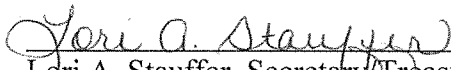
6. If the plow hits the mailbox and/or the post, the Township shall pay the owner of the mailbox the amount of \$40.00.
7. This policy shall only apply to incidents that occur on publicly ordained Township roads. All incidents that occur on private roads or PennDOT roads are not the responsibility of the Township.

**DULY ADOPTED** this 6<sup>th</sup> day of February, 2017, by a majority of the Board of Supervisors of the Township of Lower Mount Bethel, Northampton County, Pennsylvania, at a duly advertised meeting of the Board of Supervisors at which a quorum was present. As part of this Resolution, the Board of Supervisors has directed that the Chairperson, or Vice-Chairperson in the absence of the Chairperson, execute this Resolution on behalf of the Board.

**TOWNSHIP OF LOWER MOUNT  
BETHEL BOARD OF SUPERVISORS**

By:   
Stuart Gallaher, Chairperson

**ATTEST:**

  
Lori A. Stauffer, Secretary/Treasurer