

TOWN of GLENDALE, MONROE COUNTY, WI Private Mailbox Replacement & Repair Policy

Purpose:

To set the criteria that determines when and how mailbox replacement or repair will be performed by the Town of Glendale, Monroe County, WI.

Justification:

Replacement of mailboxes with standard generic receptacles will occur only when the mailbox is actually hit by a township vehicle.

- Not burden all taxpayers of the Town of Glendale with the cost of replacing mailboxes that are damaged by flying snow and/or weakly constructed or in need of repair.
- Not burden all taxpayers of the Town of Glendale with the cost of replacing expensive (mainly decorative) mailboxes
- Maximize the use of tax dollars for the benefit of the entire township public.
- Provide landowners with a written policy when they have questions or are installing a new mailbox

Policy Criteria Considerations:

Only those mail receptacles that were in reasonably good condition and were **properly located and installed** in accordance with United States Postal Service standards, and which were damaged by **actual physical contact** with township snow removal equipment, will be considered for repair at public expense. To be considered for mailbox repair, the owner must contact the Town of Glendale Clerk and complete a damage report. The Board of Supervisors will review the report, evaluate the damage and respond as is determined appropriate, within the following terms:

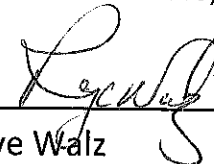
- *Who Caused Damage:* Damage caused by highway workers or others.
- *Type of Mailbox:* Plastic and non-metal materials are not very durable in the winter due to brittleness
- *Decorative Replacement:* Best placement for decorative mailboxes (or any residential decorations) is outside the right-of-way.
- *Winter Replacement:* Frozen ground makes permanent repairs not possible until spring.
- *Installation of Replacement or New Mailbox:* Should the landowner wish to replace the mailbox themselves, they shall be required to follow the United States Postal Service standards.

Recommended for Adoption:

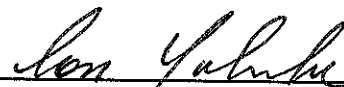


Cheryl M Scheeter, Clerk, Town of Glendale

Adopted: April 13, 2020
Town of Glendale, Board of Supervisors



Raye Walz



Don Yahnke



Steve Zirk