

The meeting was called to order by Doug Hunt at 8:00 pm. Present were, Connie Marshall, Matt Kugler, Tom Blank, and 3 guests, Gary Anderson was absent. All present stood and recited the Pledge of Allegiance. The minutes of the last regular meeting, were read by Tom Blank. A motion by Matt and seconded by Doug to accept the minutes as read, Motion carried 2-0.

**TREASURERS REPORT**-Connie gave the Treasurers report which showed a balance in money market account of \$ 234,594.11 and checking account balance of \$ 2,302.43 for total cash balance of \$ 236,896.54. A motion by Doug and seconded by Matt to accept the Treasures report, motion carried 2-0. A motion by Doug and seconded by Matt to accept the bills as presented on the back of the agenda, motion carried 2-0.

**OLD BUSINESS**-The supervisors had met Dave Robley and inspected the end of Smokey Timbers Road and Goldfinch Circle and at Dave's conclusion found no reason why the township should not take the roads over. Both roads were found to be in good condition. Tom will draft resolutions to the effect of the township taking the roads over for our next meeting.

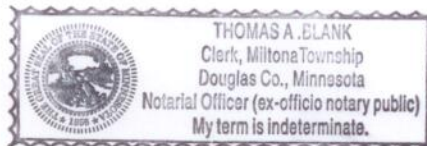
**New Business**- Resolution 2012-1 Signing Policy was read and a motion by Doug and seconded by Matt to accept the resolution, motion carried 2-0. Resolution 2012-2 Additional Bond Principal Payment was read and a motion by Doug, seconded by Matt to accept the resolution, motion carried 2-0. Resolution 2012-3 was read and tabled until next meeting as the wording needed some rewriting. Board of Audit meeting will be held following the February 6<sup>th</sup> monthly meeting. The Road Sign Inventory, Retro-Reflectivity Compliance Evaluation, and Replacement Policy was discussed and a motion by Matt and seconded by Doug to accept the policy as written, motion carried 2-0. Richard will be in touch with Gary about the removal of the trees in the r/w on West Sandy Beach Road. Tom will have some pictures of East Sandy Beach Road in regards to a possible turn-around requested at the end of the road by the Larson's. Tom will have Rebecca Anderson, the Clerk for Carlos Township, as his Deputy Clerk and will need to be added to the check signing card at the bank.

**Floor Business** -Ron Tschaekofske was present and had a few questions about the next step with the road petition on the Vermont Access Road.

Bank statement was reviewed for the month by the Supervisors.  
Next Meeting will be set for Monday February 6, at 8:00 pm at the Miltona Community Center.  
Motion by Doug and seconded by Matt to adjourn.

  
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\_\_\_\_\_  
\_\_\_\_\_  
Witness

Signed Thomas A. Blank Clerk





## Miltona Township Road Sign Inventory, Retro-Reflectivity Compliance Evaluation, and Replacement Policy

It is the stated objective of Miltona Township, Douglas County, MN to maintain its town roads in a safe but cost effective manner. As part of its maintenance efforts, Miltona Township recognizes that regulatory , warning, and directional road signs (commonly referred to collectively as safety signs), including but not limited to stop signs, yield signs and other similar traffic control devices, need to be properly inventoried, assessed for compliance with applicable retro-reflectivity standards, maintained, and replaced from time to time. Miltona Township further recognizes that when signs are installed within town road rights-of-way they must comply with state and federal regulations as primarily outlined in the Manual on Uniform Traffic Control Devices. As part of its efforts to comply with applicable regulations, the Town Board of Miltona Township shall be guided by the following plan adopted in accordance with Section 2A.08 of the Manual on Uniform Traffic Control Devices:

1. Inventory. In recognition of the importance of knowing the number, type, and location of road signs situated in township road rights-of-way, it is the intent of the Town Board to have any inventory of all town road signs completed by **January 9th, 2012**(insert reasonable date for town conducting inventory – the pending rules amendment would require the inventory to be completed within two years following final adoption, which is expected to occur in early 2012 so a town should plan to have its inventory completed no later than early 2014). The completed inventory shall be maintained using paper records and shall be updated each time a sign is installed, replaced, or removed but not less than on an annual basis. The inventory shall indicate the type of sign, the number of each type of sign, the location of each sign including the direction the sign faces, the date of installation (when known for pre-existing signs), type of material used on sign face (when known), a general statement on the condition of the sign, a record of any maintenance performed on the sign, and the date of sign removal if applicable.
2. Removal of Excess Signs. In recognition of the fact that excess road signs have been shown to reduce the effectiveness of signage, as well as impose an unnecessary financial burden on the road authority, it shall be the policy of Miltona Township to remove signs determined to be unnecessary for safety purposes and which are not otherwise required to comply with an applicable state or federal statute or regulation. The removal of signs shall be based on an engineering study and the Manual on Uniform Traffic Control Devices. Particular attention shall

be paid to recommendations on signage for roads considered to be "low-volume" under the Manual on Uniform Traffic Control Devices as adopted by the State.

3. Retro-reflectivity Evaluation. In recognition of the new retro-reflectivity standards adopted into the Manual on Uniform Traffic Control Devices by the Federal Highway Administration, the town board shall arrange to have all town road signs not removed under section 2 above evaluated for compliance with the applicable retro-reflectivity standards. It shall be the intent of the township to conduct this evaluation using the following method as authorized by the Manual on Uniform Traffic Control Devices rules: (Choose one)

- a. Visual Nighttime Inspection Method
  - i. Utilizing Calibration Sign Procedure
  - or
  - ii. Utilizing Comparison Panel Procedure
- b. Measured Sign Retro-Reflectivity Method

It shall be the intent of the town board to have this evaluation completed by **Monday January 6, 2014**. The board reserves the right to change which evaluation method will be utilized as expressly found necessary by the board due to budgetary constraints or other practical difficulties in completing this process.

4. Sign Replacement. After completion of the inventory, removal of unnecessary signs, and proper retro-reflectivity evaluation, the town board hereby establishes the following priority order in which road signs will be replaced:
  - a. First priority shall be given to replacing all signs determined not to meet applicable retro-reflectivity standards. Top priority shall also be given to replacing missing or damaged signs determined to be of a priority for safety purposes.
  - b. Second priority shall be given to signs determined to be marginal in their retro-reflectivity evaluation.
  - c. Third priority shall be given to all remaining signs as they come to the end of their anticipated service life, become damaged, etc.

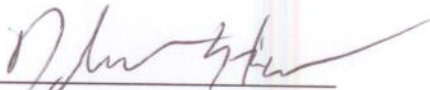
In addition, within each category above, further priority shall be given to warning and regulatory signs on roads with higher vehicle usage.

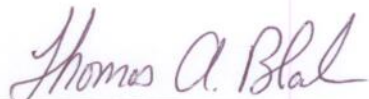
5. On-going Maintenance. The town shall include a general inspection of road signs in township rights-of-way as part of its annual road inspections. The town shall update its sign inventory as provided in section 1. After the initial replacement of signs as provided for in Section 4, the town shall, for the purpose of complying with the requirements of the Manual on Uniform Traffic Control Devices to maintain minimum retro-reflectivity standards, shall, as budgetary factors allow, replace signs as they reach the end of the latter of their (a) warranty period; (b) expected life expectancy for the facing



material used on the sign; or (c) expected life as determined by an authorized engineering study. Damaged, stolen, or missing signs may be replaced as needed.

Adopted by Miliona Township, January 9, 2012

  
Chairperson

  
Clerk

