

## Town of Orrock Road Sign Inventory and Replacement Policy

It is the stated objective of the Town of Orrock, Sherburne County, MN to maintain its town roads in a safe but cost effective manner. As part of its maintenance efforts, the Town of Orrock 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. The Town of Orrock 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 Orrock Town Board of Supervisors 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 November 30, 2015 The completed inventory 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 the Town of Orrock 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. 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. **Sign Replacement.** After completion of the inventory, removal of unnecessary signs, the town board hereby establishes the following priority order in which road signs will be replaced:
  - a. First priority shall be given to replacing missing or damaged signs determined to be of a priority for safety purposes.
  - b. Second 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.

4. 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 it's 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.
  - a. Damaged, stolen, or missing signs may be replaced as needed.
  - b. At a minimum, all signs shall be replaced on a ten (10) year cycle, at the rate of one-tenth (1/10) of the signs annually, or as the budget allows.

Adopted by the Town of Orrock this the 27<sup>th</sup> day of January, 2016.

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Chairperson

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Clerk