Maintenance Advisory

MA 2009-03

January 7, 2009

From Jon W. Reincke, Engineer of Operations

MDOT
Division of Operations
Maintenance
6333 Old Lansing
Road
Lansing, MI 48917

For questions regarding this advisory, contact:

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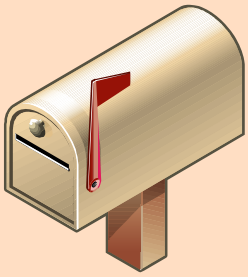

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Guidance for Repair of Damaged Mailboxes

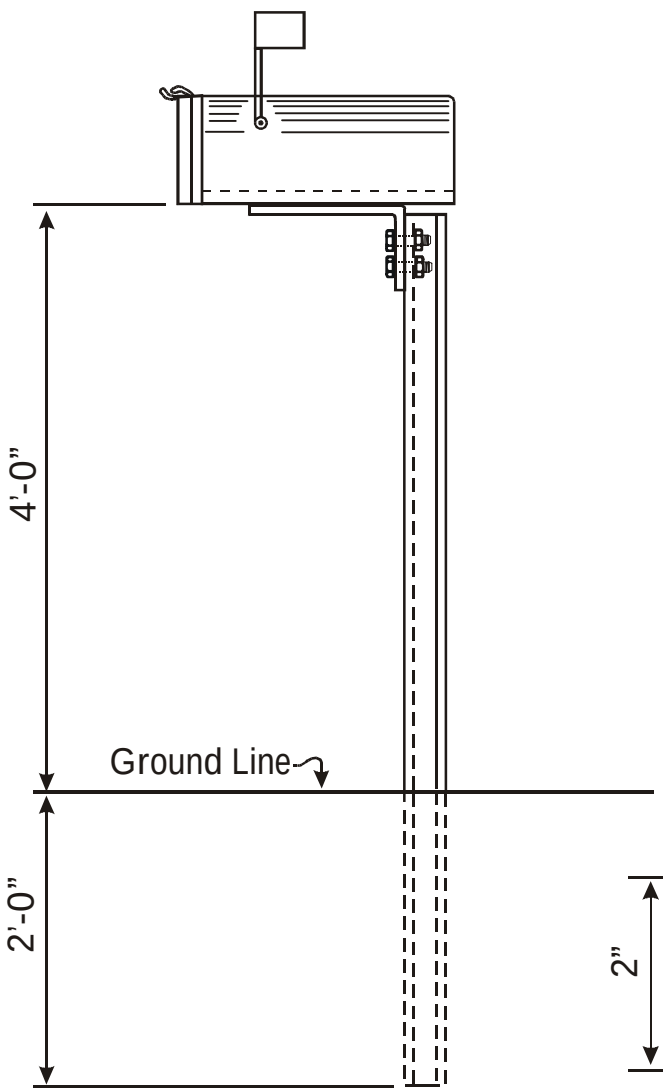
This advisory is being issued to provide guidance to field personnel for appropriate procedures to follow when mailboxes are damaged during maintenance operations. It has been a long-standing maintenance practice to replace mailboxes that have clearly been damaged by maintenance operations with a standard type mailbox and post as approved by the United States Postal Service, in cases where:

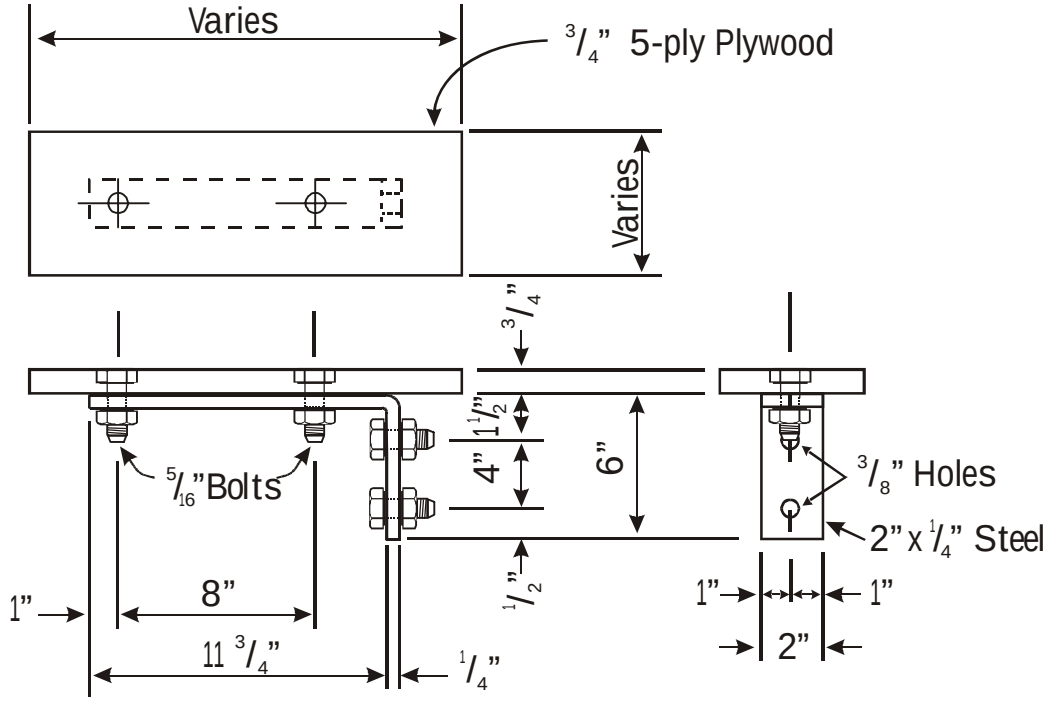
- The previously existing mailbox or post was a fancy ornate type; the replacement should still only be of a standard type as approved by the United States Postal Service.
- The ground is frozen; a salvage steel sign post per the attached drawing may be installed in lieu of the standard wood post as shown on Standard Plan R-74 series.
- The owner elects to make the replacement himself; he may be provided a standard type mailbox and post. Cash reimbursement to the owner must be processed through the Court of Claims or the Highway Negligence Litigation Division of the Attorney General's Office. The procedures required for this process are lengthy and its use should be discouraged and avoided if possible.
- The responsibility for the damages to the mailbox may be disputable (the maintenance operation may or may not have been responsible for the damage); the best judgment of the maintenance supervisor shall be used to make the final decision.

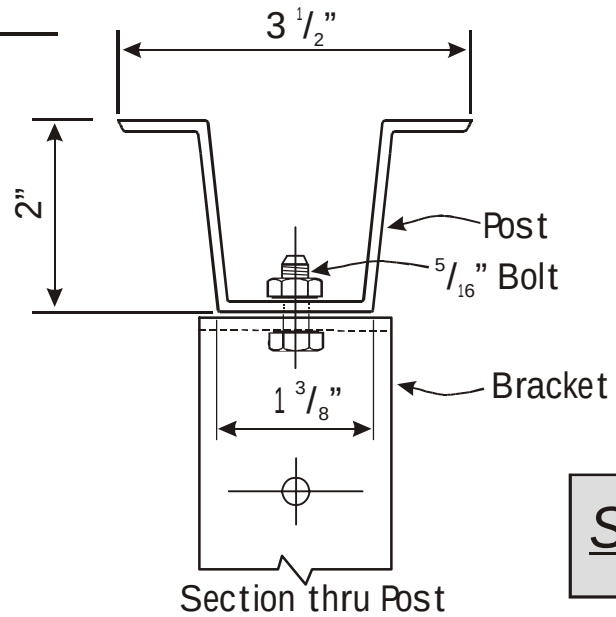
It should be noted that the department does not and has never assumed responsibility for mailbox damage that may be caused by flying snow that is being plowed from the roadway.

Attachment
"Standard Mailbox Installation" 1 page

Last reviewed 7/24/24







NOTE

Plywood base is to be cut to fit size of mailbox and centered on bracket

Standard Mailbox Installation