



MONROE COUNTY ADOPT-A-ROAD PROGRAM
February 2011

Adopt-A-Road Members - Bedford
Monroe County, MI

Dear Members:

Thank you all for participating in the Monroe County Road Commission (MCRC) Adopt a Road Program. The MCRC appreciates their citizens who serve their community by helping to keep the roadsides and environment neat, safe, and debris-free for all the public to enjoy. Our 2010 program was very successful and we hope the success will continue in 2011.

We hope you recognize the positive contribution you have made, and will continue to participate in the upcoming year. Enclosed you will find a permit for the 2011 Adopt-A-Road Program. Please fill out the enclosed form and return to me by April 1, 2011. If you are not able to submit the application by this date, please give me a call. Otherwise, if I do not receive your form by April 1, 2011, I will assume you do not wish to continue the program and your organization will become inactive. Inactive status means that the signs representing your organization will be removed, and the designated road will be reissued to a different organization.

Don't forget to do the following:

- Sign your application and return it to me at the MCRC. I will then sign it and return it to you.
- Check your signs to make sure they are still there and correct.
- Do a safety meeting and mail or fax the safety meeting sheet to the MCRC.
- The safety video can be picked up from the MCRC, Bedford Twp or Gail Keane.
- **USE THE RED BAGS ONLY FOR ADOPT A ROAD PICKUPS.** Using other bags may result in them not getting picked up in a timely manner. If you dispose of the used bags on your own, please notify our office and send in the Litter Pickup Report so we can keep a count of the number of bags collected.
- When done with the pickup, please fill out the Litter Pickup Report. These can be mailed or faxed to MCRC, or dropped off at the Township Hall.
- Please check to make sure bags have been picked up by the Monday of the next week. If not please call our office, 734-240-5102.

I have also enclosed a list of the pick-up dates, for your convenience. Please remember that a safety meeting must be conducted before the pickups begin. Forms, bags, and vests are now available at the MCRC Administration office. If you are not able to pick these up at the MCRC Administration Office, please contact Gail Keane 734-847-7965.

I would like to thank you again for participating in Monroe County Road Commission's Adopt-A-Road Program. We hope to see you in the 2011 season!

Sincerely,
MONROE COUNTY ROAD COMMISSION

Donna Richileau
Adopt-A-Road Coordinator
1-888-354-5500



MONROE COUNTY
ROAD COMMISSION
ADOPT-A-ROAD PROGRAM

PICK-UP DATES
2011

APRIL 15-16-17

JULY 15-16-17

SEPT. 31, OCT. 1-2


If your group is unable to pick up at these times, you may use another date but your group will need to pick up and dispose of the bags that you fill.
Call Donna @ 734-240-5102 to let her know if you need to pick up on different date

***After the pickup, it is important to complete the pick-up report
and mail or fax back to***

***Donna Richileau
Monroe County Road Commission
840 South Telegraph Rd.
Monroe MI 48161***

Fax 734-240-5101

2011 Pick Up Dates



Adopt-A-Road
April 15-16, 2011
July 15-17, 2011
Sept. 31-Oct. 2, 2011



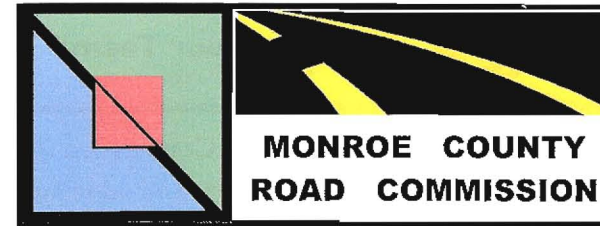
Adopt-A-Highway
April 9-17, 2011
July 9-17, 2011
Sept. 24 - Oct. 2, 2011

IN CASE OF AN EMERGENCY

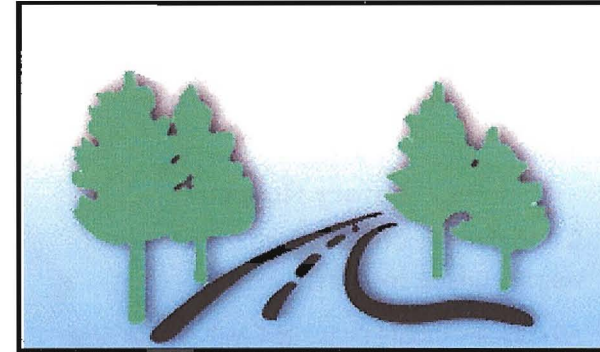
- Every crew member should have access to a first-aid kit. Be prepared for serious injury.
- Know the route to the nearest hospital or urgent care facility.
- Every crew member should have contact information for each of their team members.
- Always try to have a cell phone available.

MONROE COUNTY
**ROAD
COMMISSION**

840 S. Telegraph Road
Monroe, Michigan 48161



Paving the way to....



ADOPT-A-ROAD & ADOPT-A-HIGHWAY SAFETY RULES

Phone (734) 240-5102

Fax (734) 240-5101

Web: www.mcrc-mi.org

Email: mcrc@chartermi.net

~Road Commission Leadership~

Commissioners

Robert J. Duffey, Chairman

Richard W. Turner, Vice Chairman

Bruce R. Stammer, Jr., Member

Staff

Howard L. Penrod, Managing Director

Scott F. Assenmacher, County Highway Engineer

Thomas J. Roberts, Superintendent of Maintenance

Randy Pierce, Director of Logistics

Sandra J. Pond, Director of Finance

Deborah Turner, Human Resource Director

Cheryl A. U'Ran, Administrative Assistant/Deputy Clerk



Welcome to our Team!!

The Monroe County Road Commission is pleased you've joined the Adopt-A-Road team.

Together, we'll keep our roadsides clean and attractive. It's a big job, and we want your experience to be as safe and enjoyable as possible. Please read these safety rules carefully before beginning your first assignment.

Safety Rules

1. Carpool to the site to reduce the number of vehicles on the roadside.
2. All vehicles should be parked well off the right shoulder. Do not park on paved shoulders.
3. Parking is not allowed along curves, on bridges, near or under overpasses, or in roadway medians.
4. All occupants in vehicles should exit and enter the vehicle on the side away from traffic.
5. Keep vehicles on the same side of the roadway as crew members.
6. Work on only one side of the roadway at a time.
7. Knives, machetes, axes, etc. should not be carried by crew members.
8. Do not overfill or compact trash bags.
9. Keep crew members together for better visibility to motorists.



10. On Interstates, do not use vehicle crossovers in the median to get to the other side, use the nearest exit ramp.

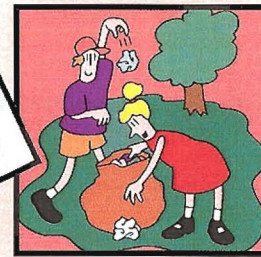
PLEASE REMEMBER:

- ▣ Roadway traffic travels at high speeds, and most drivers don't expect to see crews working along the roadside. Be alert and use good common sense at all times.
- ▣ Crew members should be in good health including vision and hearing.
- ▣ Crew members must be at least 16 years old unless otherwise approved.
- ▣ One person should be the designated crew leader to ensure safety rules are followed by everyone.
- ▣ Face oncoming traffic as you work. Be prepared to move out of the way of vehicles in an emergency. Designate a person to look out for traffic dangers.
- ▣ Do not work in bad weather, especially when there is poor visibility and wet or icy conditions.
- ▣ Work in daylight hours.
- ▣ Avoid overexertion. Drink lots of water, especially on hot humid days.
- ▣ Have a refresher session on safety awareness each time a crew goes out.
- ▣ Never walk out onto the roadway.
- ▣ Avoid the use of headsets.
- ▣ All workers should wear orange vests while working on the roadside. Other clothing should be light-colored for increased visibility.
- ▣ Wear heavy gloves.
- ▣ Watch your footing. Wear heavy leather shoes or boots with good ankle support. Stay off of loose stones and steep slopes.
- ▣ Wear a hat and long sleeved shirt to avoid sunburn. Sunscreen lotion is recommended for sunny days.



PLEASE AVOID:

- ◆ Contact with poison ivy, poison oak and other noxious weeds.
- ◆ Areas which are being mowed or under construction.
- ◆ Picking up discarded syringes or hypodermic needles.
- ◆ Trying to remove unknown or suspected toxic substances. Immediately notify the Road Commission or the police department of the locations of these items .
- ◆ Picking up items on bridges, in tunnels, or on overpasses. These areas are especially dangerous.
- ◆ Entering the roadway area to pick up trash.



NEED SUPPLIES?

You can pick up the safety video, trash bags, and extra vests from the Customer Service area at the Road Commission office at 840 South Telegraph Road, Monroe, MI.

For Further Information on
Adopt-A-Road, contact Customer Service
 @ MCRC (734) 240-5102.
 For Further Information on
Adopt-A-Highway, contact Travis Kilpela @
 MDOT (810) 227-4681.