

October 23, 2007

CROW WING COUNTY, STATE OF MINNESOTA

**POLICY REGARDING MAINTENANCE SERVICE ON AN
UNDESIGNATED ROAD (ROAD NOT OFFICIALLY ESTABLISHED
AS A TOWN ROAD BY THE COUNTY BOARD)
IN THE UNORGANIZED TERRITORY (First Assessment)**

It shall be the policy of the Crow Wing County Board of Commissioners to authorize the County Highway Engineer to provide basic, non-routine road maintenance service on undesignated roads in the Unorganized Territory(First Assessment) under the following conditions:

1. A petition signed by the majority of adjoining and benefiting property owners of an undesignated road must be filed with the County Highway Engineer requesting maintenance service.
2. Said petition shall set forth the nature of maintenance work requested to be accomplished by the County on an undesignated road and shall relieve the County of any claim whatsoever for damages.
3. Said undesignated road shall provide service to a minimum of four residences.
4. Said maintenance work on an undesignated road shall be limited to routine blading and shaping of the roadway. No brushing or tree-cutting services will be provided. Fill material will only be provided if deemed necessary and shall not exceed 50 cubic yards.
5. Said maintenance work shall be accomplished at the discretion of the County Highway Engineer.
6. Said maintenance work shall be authorized by the County Highway Engineer on a case-by-case basis and shall be provided with no intent to establish an undesignated road as a publically maintained road.
7. The County Engineer shall record labor, equipment and material cost of said maintenance and provide a report to the County Board and County Auditor on an annual basis.
8. The other basic road maintenance services (such as snowplowing) of an undesignated road shall only be accomplished in the event of an emergency as coordinated with the Office of Emergency Management.

Date Received _____

Petition Number _____

CROW WING COUNTY, STATE OF MINNESOTA
PETITION FOR MAINTENANCE SERVICE

That the following hereby petition for Maintenance Service of _____
type of an Undesignated Road, known as the _____ road,
in the First Assessment District, located over and across the following described land of the following
named persons. Said Road has _____ feet of right-of-way:

OWNERS	DESCRIPTION	SECTION	TOWNSHIP	RANGE

along the following route as the centerline thereof, to wit: Beginning at: _____

thence running _____

and terminating at _____

In said Town. Further, that the petitioners hereby relieve the County of Crow Wing from any claim whatsoever for damages; and pray that you proceed to hear and grant this petition.

Date: _____

Signatures	8.	16.
1.	9.	17.
2.	10.	18.
3.	11.	19.
4.	12.	20.
5.	13.	21.
6.	14.	22.
7.	15.	23.