

# Aitkin County Highway Department

1211 Air Park Drive Aitkin, MN 56431  
(218) 927-3741 (218) 927-2356 -fax [E-Mail](#)

The citizens of Aitkin County and the Aitkin County Highway Department would like to thank you for your interest in our Adopt-A- Highway Program. Please print the application and send to the above address.

## Adopt-A-Highway Terms and Conditions

1. The group agrees to pick up litter on a segment of County Highway selected in consultation with the County Engineer. Recommended length is two to three miles.
2. The group shall review the safety training materials before each pickup to alert participants to the hazards and precautions of working on a highway right-of-way.
3. The group shall pick up litter during daylight hours only. Pickups may not be allowed at certain times such as on or near holidays.
4. The group shall provide adequate supervision to participants eighteen years of age or younger. Unless specifically permitted, children eleven years of age or younger shall not participate.
5. Work shall be limited to the area between the outer shoulders and the right-of-way boundary. Work may not be done on the roadway itself.
6. The group shall arrange litter pickup date(s) in advance with the Aitkin County Highway Department – phone number 1-218-927-3741. The group shall obtain their supplies during regular business hours.
7. The group shall place filled trashbags on the grassed shoulder slope. The County will arrange to pick up the bags. Groups are encouraged to recycle appropriate materials for their own benefit.
8. Borrowed or unused supplies shall be returned to the County Highway Department.

### THE COUNTY OF AITKIN AGREES TO:

1. Provide high visibility vests, trashbags, safety training materials, and temporary traffic warning signs when requested.
2. Arrange to remove filled trashbags from the adopted highways.
3. Arrange to remove large, heavy or hazardous material from the adopted highway.
4. Publicly recognize the sponsor's efforts in the local media.
5. A highway sign shall be erected for groups that agree to adopt-a-highway for a minimum of **two** years. The name on the sign shall be limited to one line of eighteen to twenty characters (including spaces).



## Adopt-A-Highway Safety Tips

### What to avoid:

- ❑ Stay away from construction sites, mowing activities, open water, bridges, overpasses, or retaining walls that could be dangerous for pedestrians.
- ❑ Avoid poison ivy or other noxious weeds. Stay away from recently applied herbicides.
- ❑ Never try to pick up heavy, large, or hazardous materials. Call the Aitkin County Highway Department at (218) 927-3741 for pickup.

### What to wear:

- ❑ Heavy gloves, leather shoes or boots. Light-colored clothing. Hat and long sleeves for sunburn; sunscreen; insect or tick repellent. Reflective vests.

### REMEMBER:

A highway is a dangerous place to be. Every crew member should possess these qualifications:

- ❑ At least 12 years of age, unless permitted. Supervision for workers under 18.
- ❑ Mentally alert; good common sense. Good physical condition, including sight and hearing.
- ❑ Sense of responsibility for safety of self and others.

### Plan Ahead:

- ❑ Review safety precautions and take them seriously.
- ❑ Assign work teams and leaders before you reach the site. Distribute trashbags beforehand. Estimate the amount of time for your pickup and agree on a meeting place when you are done.
- ❑ Carpool to the site to reduce the number of vehicles along the road. Park vehicles on the shoulder in advance of the area and on the same side of the highway that crews are working.
- ❑ Bring along an adequate first-aid kit. Identify the nearest hospital and know how to get there in an emergency.
- ❑ Don't overexert yourself. Bring along an adequate supply of drinking water and take breaks.

### While you work:

- ❑ Work only during daylight hours during good weather.
- ❑ Work one side of the road at a time. Do not cross the road to get to your vehicle.
- ❑ Whenever possible, face oncoming traffic. Stay alert and be prepared to move out of the way in an emergency. Stay with your team.
- ❑ Do not wear headsets which could prevent your hearing traffic or other hazards.
- ❑ Do not crush collected trash to make more room in the bag; broken or jagged objects could cause accidental injuries. Do not put syringes or hypodermic needles in the trashbag as they can easily puncture the bag and cause serious injury. Take care to dispose them properly or return them to the Aitkin County Highway Department for disposal.
- ❑ Do not horse around or do anything to purposely distract drivers.

**Aitkin County Highway Department  
Adopt-A-Highway Permit**

**Adopt-A-Highway. The group agrees to pick up litter at least three times a year for a minimum of two years.**

We request permission to pick up litter on \_\_\_\_\_  
between \_\_\_\_\_  
and \_\_\_\_\_  
for a total of \_\_\_\_\_ miles.

The County of Aitkin reserves the right to refuse, cancel, or revise this agreement if in its sole judgment the nature of the group or its sign is political, controversial, or in questionable taste or if the group is not meeting the terms and conditions of this agreement. By signing this agreement, the group acknowledges the hazardous nature of the work and agrees to comply with the terms and conditions herewith to the satisfaction of the County Engineer.

Except for the negligent acts of the County, its agents and employees, the volunteers or their agents shall assume all liability for, and save the County, its agents and employees, harmless from, any and all claims for damages, actions or causes of action arising out of the work to be done herein.

Any and all volunteers of the group or other persons while engaged in the performance of any work or service performed under this agreement shall not be considered employees of the County, and any and all claims that may or might arise under the Worker's Compensation Act of Minnesota on behalf of said employees or other persons while so engaged, and any and all claim made by an third party of the group's volunteers or other persons while so engaged on any of the work or services to be rendered shall in no way be the obligation or responsibility of the County.

Name of Group: \_\_\_\_\_  
(Please Print)

Name of Group Representative: \_\_\_\_\_

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Name to Appear on the Sign: \_\_\_\_\_  
(Please keep name as brief as possible)

Special Provisions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
County Engineer

\_\_\_\_\_  
Date