**RESOLUTION NO. 2012- 16**

**A RESOLUTION ESTABLISHING A ROAD SIGN INVENTORY, RETRO-REFLECTIVITY COMPLIANCE EVALUATION, AND REPLACEMENT POLICY**

**WHEREAS**, it is the stated objective of East Cocalico Township, Lancaster County, Pennsylvania, to maintain its Township roads in a safe but cost effective manner. As part of its maintenance efforts, East Cocalico Township recognizes that regulatory and warning signs, including but not limited to stop signs, speed limit signs, curve warning signs and other similar traffic control devices under Township control, need to be properly inventoried, assessed for compliance with applicable retro-reflectivity standards, maintained, and replaced from time to time. East Cocalico Township further recognizes that when signs are installed within Township 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 Board of Supervisors of East Cocalico Township shall be guided by the following plan adopted in accordance with §2A.08 of the Manual on Uniform Traffic Control Devices, as revised.

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

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 Board of Supervisors to have an inventory of all Township road signs completed by June 1, 2014. The completed inventory shall be maintained using electronic records with paper back-up and 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 pre­existing 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 of sign replacement. 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 crew staff, it shall be the policy of East Cocalico Township 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. The removal of signs shall be based on an engineering study and the Manual on Uniform Traffic Control Devices. 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. Signs removed and not replaced in this process shall be recorded on the sign inventory.
3. **Retro-reflectivity Evaluation**. In recognition of the new retro-reflectivity standards adopted into the Manual on Uniform Traffic Control Devices by the Federal Highway Administration, the Board of Supervisors shall arrange to have all Township road signs classified as regulatory or warning signs replaced with signs compatible with the applicable retro-reflectivity standards. It shall be the intent of the Board of Supervisors to have this sign retro-reflectivity evaluation completed within a year after the sign inventory is completed.
4. **Sign Replacement**. After completion of the inventory, removal of unnecessary signs, and proper retro-reflectivity evaluation, the Board of Supervisors hereby establishes the following priority order in which road signs will be replaced:
5. First priority shall be given to replacing all signs determined not to meet applicable retro-reflectivity standards. Top priority shall also be given to replacing missing or damaged signs determined to be of a priority for safety purposes.
6. Second priority shall be given to signs determined to be marginal in their retro­reflectivity evaluation.
7. Third priority shall be given to all remaining signs as they come to the end of their anticipated service life, become damaged, etc.

**5. On-going Maintenance**. The Township shall include a general inspection of road signs within Township rights-of-­way as part of its annual road inspections. The Township shall update its’ sign inventory as provided in section 1. After the initial replacement of signs as provided for in Section 4, the Township shall, for the purpose of complying with the requirements of the Manual on Uniform Traffic Control Devices to maintain minimum retro-reflectivity standards, 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. Damaged, stolen, or missing signs may be replaced as needed.

**RESOLVED** this 28th day of November , 20 12 .

 **EAST COCALICO TOWNSHIP**

 **BOARD OF SUPERVISORS**

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Douglas B. Mackley, Chairman

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Alan R. Fry, Vice Chairman

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Noelle B. Fortna, Secretary