

## JACKSON COUNTY ADOPT-A-HIGHWAY PROGRAM

Return to: Jackson Co. Hwy. Department 119 Harrison Street Black River Falls, WI 54615  
 E-Mail to: JCHighway@Jacksoncountywi.gov

### Application/Permit

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Please complete this application and submit it to the Highway Department.

Name of Organization:
Group name as it should appear on the signs:
Mailing Address:

Contact Person:	Day Phone No:
Mailing Address:	Evening Phone No:
	Fax Number:
E-Mail Address:	

Approximately number of people participating in each cleanup:
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Highway section you are interested in adopting: (Approximate length is 2 miles)

CTH:	From:	To:
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List alternate section in order of preference:

CTH:	From:	To:
CTH:	From:	To:

By the signature below, the Group acknowledges the hazardous nature of the work and agrees to the terms and conditions of the permit as attached.

Group authorized

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
 (Must be 18 years or older)

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#### DO NOT WRITE BELOW THIS LINE

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The Jackson County Highway Department approves this permit for the group to participate in the Adopt-A-Highway program for the section identified below. The Group accepts the responsibility of picking up the litter on this section of highway for the period beginning April 1, \_\_\_\_ and ending November 1, \_\_\_\_.

The Department reserves the right to modify or cancel this permit at any time.

APPROVED SECTION:

CTH	From:	To:
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\_\_\_\_\_

Highway Commissioner

Date

ADOPT-A-HIGHWAY PERMIT  
Terms and Conditions

1. For this permit, “Department” shall mean the Jackson County Highway Department, and “Group” shall mean the volunteer organization submitting the application for the permit.
2. The Group and its members are to be considered as volunteers and not as officers, employees, or agents of the County of Jackson Highway Department. Any injuries, claims liabilities, suites or costs thereof, whatsoever, arising from Group or Group members activities relating to this permit shall be the sole responsibility of the Group or its individual members.
3. The Group agrees to indemnify and hold harmless the Jackson County Highway Department from any injury, cost, suit, liability or award arising from the issuance or exercise of this permit or because of any adverse effect upon any person or property attributed to the works of the group.
4. Participants in the Group agree to obey and abide by all laws and regulations relating to safety and such terms and conditions as may be required by the Department for special conditions that may exist on a particular adopted section.
5. The Group shall pick up litter a minimum of three times a year between April 1<sup>st</sup> and November 1<sup>st</sup>. The Group shall not work beyond its section limits.
6. The Group shall not pick up litter on medians, bridges, in tunnels, on overpasses or around other structures that would pose a danger.
7. The Group shall supply at least one adult supervisor for every 6 workers.
8. Each participant shall have reviewed the safety training video before participation. [Adopt-A-Highway Safety Training Video](#) On YouTube. The Group shall review the safety rules with all participants before proceeding to the highway segment.
9. All participants shall be at least 11 years of age or in the 6<sup>th</sup> grade. No other persons shall be present at the work site.
10. The Group shall only work in daylight hours and good weather.
11. Both traffic safety signs shall be displayed properly during litter pickup. Groups shall pickup litter on both sides of the road but only on one side of the road at a time.
12. All participants shall wear safety vests.
13. When the Group encounters closed containers or items suspected to be hazardous, these items shall be flagged and not touched. Any item the group does not want to pick up shall be flagged.

14. The Group shall place filled trash bags at the designated pick up site.
15. The Group shall order required supplies and materials from the Department.
16. Unused materials and supplies furnished by the Department may be retained by the Group during the agreeable period, but at the end of the period must be returned as instructed by the Department.
17. The Group shall submit a tentative schedule of pickup dates to the program coordinator. The Group shall not collect litter during the following holiday periods: Memorial Day extended weekend, July 3-5, and Labor Day extended weekend.
18. The Group shall report to the program coordinator within 24 hours of a collection.
19. The Group shall make arrangements for off-road parking or shuttle bus type of travel to the worksite. All vehicles at the pickup site shall be parked at the nearest cross street, or road, if possible, or at least 3 feet from the pavement when parking on the highway.
20. The Group may keep any recyclable materials.
21. Partisan political groups (groups of people with common political opinions and purposes organized for gaining political influence, governmental control or for directing government policies) shall not be permitted to participate.

The Department agrees as follows:

1. Provide safety vests, trash bags, traffic safety signs, marker flags, and a safety training video.
2. Furnish and install segment and group name signs.
3. Remove the filled trash bags as soon as practical after the pickup.
4. The Department reserves the right to refuse or revise acronyms of Group names when preparing signs.
5. The Department reserves the right to assign the road segment as they deem safe and acceptable.
6. Assign highway segments to groups on a first come first serve basis.

I read and understand the terms and conditions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name