

St. Charles County Adopt-A-County-Road Program

Terms & Conditions

Enrollment

The adopter, or adopter representative of a group who desires to participate in the program, shall submit a "letter of interest" stating their desire to participate and that identifies the roadway they wish to adopt (if known) under the provisions of this program.

Letters of interest shall be submitted to:

St. Charles County Highway Department
Attn: Ted Dunkmann, County Superintendent
301 N. Third St.
St. Charles, MO 63301

A request to participate by an individual on behalf of a group or organization must identify the group or organization requesting enrollment in the program. Failure to identify the group or organization will result in rejection.

Adoption Eligibility

Civic and nonprofit organizations, commercial and private enterprises, and individuals may be eligible to adopt. Applicants who do not meet the eligibility requirements will be denied participation in the program and adopters who no longer meet the applicant eligibility requirements may be removed from the program.

The following applicants are not eligible to adopt:

1. Individuals who have been convicted of, or pled guilty or no contest to, a violent criminal activity, unless ten (10) years have passed since completion of the latest incarceration, probation, or parole for violent criminal activity; or
2. Organizations and enterprises with any program participants who have been convicted of, or pled guilty or no contest to, a violent criminal activity, unless ten (10) years have passed since completion of the latest incarceration, probation, or parole for violent criminal activity.

Participant Acceptance/Denial

The County Engineer has the authority to accept or deny requests for participation in the program. A request for participation in the program may be denied if the applicant does not meet the eligibility requirements or has submitted false statements of a material fact or has

practiced or attempted to practice any fraud or deception in their request to participate. Material facts include statements regarding convictions of violent criminal activity.

When a participant is accepted, the adopter or adopter representative shall execute a written agreement with the Highway Department, and upon signing by both parties, the agreement becomes effective and provides for the individual's or group's participation in the program.

Responsibilities of Adopter

The adopter shall:

1. Abide by all provisions contained in the agreement and any other terms and conditions as required by the Highway Department.
2. Provide to the Highway Department the name and complete mailing address, including street address, of the adopter representative and notify the Highway Department within thirty (30) days of any change of the adopter representative's name or address.
3. Abide by all safety requirements as identified in the safety video to be provided by the Highway Department. The adopter, or in the case of a group, all participants in the program, must view the safety video before participation in any program activity.
4. Properly use all safety equipment provided by the department, and perform the work in a safe, responsible, and professional manner.
5. Provide one (1) adult supervisor for every eight (8) participants between thirteen and seventeen (13-17) years of age and one (1) adult supervisor for every four (4) participants between ten and twelve (10-12) years of age. No one under the age of ten (10) will be allowed to participate in the program.
6. Adopt a section of county road right-of-way for a minimum of three (3) years and submit a new application every three (3) years if the adopter wants to continue participation in the program.
7. Collect litter along the adopted section four (4) times a year, or as required by the Highway Department.
8. Adopt for litter pickup a minimum of two (2) miles in rural areas and one-half (1/2) mile in urban areas. Shorter lengths may be permissible in special circumstances.
9. Perform program activity between the hours of one (1) hour after sunrise to one (1) hour before sunset and not during inclement weather.
10. Prohibit participants from possessing, consuming, or being under the influence of alcohol or drugs while participating in the program activity.
11. Place litter in trash bags provided by the Highway Department and place filled bags at a designated location, separating tires, batteries and other special items as necessary for proper disposal.
12. Notify the Highway Department that the adopted section is ready for disposal of filled bags, and provide that notice as soon as possible after the litter pickup.
13. Submit the following information to the Highway Department within five (5) working days of any program activity:
 - a. The individual adopter's, or organization's, name

- b. The date of the program activity
- c. The total hours involved in the program activity
- d. The total volunteers involved in the activity
- e. The total number of bags filled

This information can be provided by calling or e-mailing the Highway Department representative identified as the department contact at the outset of program participation. This information will allow the department to monitor the program's success.

- 14. Indemnify and hold harmless St. Charles County and the Highway Department and their representatives from any claim, lawsuit, or liability which may arise from adopter's participation in the program as provided by the law. Adopter(s) shall not subcontract or assign its (their) responsibilities under this program to any other enterprise, organization, or individual unless assignee is also eligible to adopt.
- 15. At the end of an individual's or organization's participation in the program, any and all safety equipment shall be returned to the Highway Department.

Responsibilities of Highway Department

- 1. Assist as necessary in identifying section of roadway to be adopted.
- 2. Install and maintain signs, if desired by the adopter, at both ends of the adopted section that identifies the adopters.
- 3. Provide the adopters with a safety video and safety vests.
- 4. Provide the adopters with trash bags.
- 5. Remove and dispose of filled trash bags from the adopted section as soon as practical after notification of activity from the adopters.

Program/Participation Termination

The County Engineer may terminate the program agreement with an adopter when it is found that the adopter is not meeting or has not met the terms and conditions of participation in the program.

An adopter may terminate their participation in the program upon written notice to the County Engineer.