

**Bradford County Conservation District  
Dirt & Gravel Roads Program  
Maintenance Policy 12-6-10**

**Overview:**

The Bradford County Conservation District provides significant funding each year to County Municipalities to address identified water quality issues related to dirt and gravel roads and their maintenance. To qualify for these funds, each municipality is required to attend a two-day training in environmentally sensitive maintenance (ESM) for dirt and gravel roads, developed and held by the Center for Dirt and Gravel Roads. The funds are provided in the spirit of working with our local municipalities to demonstrate the economic and environmental values of these ESM principles not only on the sites identified as contributing to water quality impacts, but also in the hope of avoiding the degradation of other road sites. Maintenance is a key principle in both the training and site improvements. As an integral part of the program, Conservation District staff is available to assist municipalities in both maintenance of existing projects as well as any road maintenance sites. Considering this, the Conservation District is adopting the following policy to be incorporated in the contracts with Municipalities for Dirt and Gravel Road Program projects:

**Policy:**

1. Municipalities will be required to maintain the original project objectives and functions for a period of 10 years.
2. If significant alteration or disturbance of the project site is planned, or becomes inevitable, at any time during the required 10 year maintenance period, the Conservation District is available to advise the municipality regarding the Dirt and Gravel Roads Program water quality standards and the original practices used, or to assist the municipality by suggesting practices that are suitable for the planned alterations and consistent with the Program goals.
3. The Conservation District Staff will conduct a full inventory of each completed project every two years beginning in 2010 in order to assess the continued functions of the project. Projects will be evaluated on a scale of 1 to 4 with 4 being excellent, for the following criteria:
  - a. Functional Road Shape / Surface Drainage
  - b. Continued Mitigation of Water Quality Impacts
  - c. Continued Effectiveness of Road Drainage
  - d. Proper Maintenance of Driving Surface Aggregate
  - e. Maintenance of Original Project Practices and Features
  - f. Continued Overall Project Function
4. A copy of site evaluations for each participating Municipality will be sent to the Municipality with an explanation of the results and an offer for district staff to meet with representatives of the Municipality to review the projects and if needed, work with the municipality to make improvements.

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5. Those project sites that receive a score of 2 or less for "Continued Mitigation of Water Quality Impacts", or a score of 2 or less as a "Project Average Score" (the average of the scores for all 6 criteria), will be re-evaluated by a second staff person and at least one QAB member to confirm scoring.
6. The Municipality responsible for the project receiving a score of less than two as outlined above in #5, will be notified in writing of the specific deficiencies identified. The Municipality will have one year to make improvements to the project to restore original water quality functions as identified in the letter to the Municipality from the District. The District will make staff time available to assist the Municipality. If the Municipality fails to make the improvements within this timeframe it will be ineligible for future projects funding until identified improvements are made and verified by the District.
7. Projects damaged by significant wet weather events or other "acts of God" and awaiting emergency repair funds or permits for restoration will be exempt from scoring.
8. In the event that funded projects are significantly disturbed due to major alteration or reconstruction of the road through the project area, the Municipality is required to return the project site to Dirt and Gravel Roads Program Water Quality Standards. These site restoration standards will be determined by the District and must be approved by the District at completion. Failure to do so will result in that Municipality becoming ineligible for future funding until identified improvements are made and verified by the District.