

**Plan for Maintaining Retroreflectivity of Road Signs
Town of Herman
Shawano County Wisconsin**

In accordance with the Second Edition of the 2003 MUTCD—Section 2A.09, the town board of the Town of Herman adopts the Visual Nighttime Inspection Method and the Consistent Parameters Procedure as our technique for maintaining sign retroreflectivity levels in the Town of Herman.

The supervisors of the town are responsible for carrying out this method and procedure.

The following guidelines shall be used for the Visual Nighttime Inspections:

1. All inspections must be done at night
2. At least two inspectors plus a driver must be used for the inspections
3. Inspectors must be at least 60 years old
4. Inspections must be done using an SUV or pickup truck, model year 2000 or later
5. Inspectors must have read the Sign Retroreflectivity Handbook
6. Testing conditions shall be as follows:
 - a. conditions shall be clear with no rain or fog
 - b. interior light shall be off
 - c. a pen light shall be used for recording results
 - d. ratings of “adequate”, “marginal” and “fail” shall be used
 - e. vehicle speed shall be normal for the roadway
 - f. inspection shall be done from the travel lane
 - g. evaluation shall be done at a distance that provided an adequate time for response
 - h. headlights shall be on low beam and properly aligned
 - i. a standardized form shall be used for recording the results
7. Replacement of signs will be as follows:
 - a. Signs rated “adequate” – No Action
 - b. Signs rated “marginal” - Schedule for replacement within 6 months
 - c. Signs rated “fail” – Replace as soon as is practical
8. Inspections shall be conducted semi-annually in even numbered years

This plan may be modified at any time by action of the Town Board.

Adopted by the Town Board of the Town of Herman this 5th day of August, 2013.

Duane Spiegel- Supervisor #1

Attest: _____
Lori Schmidt – Clerk

Howard Schultx – Supervisor #2

DeBaker - Chairman