

DATE: 1 December 2002 (New Policy)

TO: Hamilton County Secondary Roads Department Employees

FROM: Dennis N. Short, P.E., Hamilton County Engineer

SUBJECT: Hamilton County Secondary Roads Department Excavation Disposal Policy

The Hamilton County Secondary Roads Department (County) often generates excess excavated material (material) from maintenance and construction activities performed on Hamilton County's roads and rights-of-way. The most important consideration in determining how the material should be disposed of is how the disposal of the material best benefits the County. The following policy provides guidelines for the disposal of material.

1. The material should be disposed of with the shortest haul possible.
2. The material should be disposed of with the most convenience possible. Examples of convenience could be (but not limited to): routes from the road to the dumpsites – especially around farm buildings, opening and closing of gates, wear and tear on trucks, and separation of sod and dirt.
3. As a general rule, the material should be dumped only - with no additional effort or resources expended. For example, the County generally should not level or compact any material after it is dumped. The County's working on private property for private concerns shall be absolutely minimized.
4. The first two items may be combined to determine the best material disposal site for the County. In other words, a longer haul may be chosen because it is easier to access than a shorter haul.
5. In exceptional cases, the third item may be waived if the County extraordinarily benefits. For example, if an extraordinary benefit to the County can be demonstrated, it may be permissible to level off dumped material at a site if the only alternative is a long haul or very inconvenient dumpsite.

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6. No material shall ever be deposited in wetland areas. County personnel shall make every effort possible to determine if a prospective disposal site could be classified as wetlands. If there are any wetlands doubts about a prospective disposal site, another site shall be utilized until the County Engineer can determine whether the original disposal site is a wetland area.
7. Loads may be hauled to sites other than the most beneficial to the County if the truck is headed in the direction of the sites anyway – for example, at the end of a day or at the end of a job.
8. No material should be hauled into city limits except for County shed stockpiles, other governmental agencies, or non-profit organizations.
9. The County excavating crew may make the material disposal arrangements in routine situations. If the County excavating crew has doubts about proposed material disposal arrangements, the County Maintenance Superintendent (or the Assistant County Maintenance Superintendent in his stead) shall be informed and he shall make the final determination (with help from the County Engineer, if needed).
10. Except in extraordinary situations, no private entities shall be involved in the disposal of material from Hamilton County roads or rights-of-way. Only the County Engineer will make such exceptions.
11. The final interpretation of this policy shall be subject to the discretion and judgment of the Hamilton County Engineer.

cc: Hamilton County Board of Supervisors