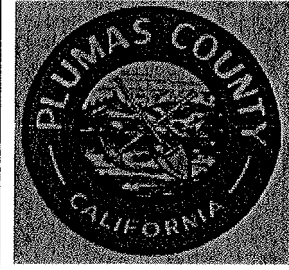




**DEPT OF PUBLIC WORKS
PLUMAS COUNTY, CA**

**LOG DISPOSAL
POLICY & PROCEDURE**



A. BACKGROUND

1. One of the many duties of the Plumas County Department of Public Works - Road is to safely and cost effectively dispose of surplus logs.
2. One aspect of the previous log disposal practice included the ability of only safety-trained Public Works employees to cut and haul certain surplus logs on County property on their own time and using their own equipment. The origins of the previous practice are obscure and uncertain. Without prejudice, the Director of Public Works suspended the practice on September 26, 2011 and the suspension becomes permanent upon signature of this document below.
2. Circa 1990, the Department, at the request of a County Supervisor, conducted a "pilot program" in which individuals from the public were given an opportunity to acquire and cut surplus wood that had been stockpiled on maintenance district shops property. The pilot program was determined to be non-cost effective because significant extra (overtime) expense was incurred to enable Department employees to oversee program participants (individuals from other Departments and the general public).
3. The size of trees (logs) that the Department of Public Works usually encounters range up to 48" (or greater) in diameter.
4. Department equipment cannot transport log lengths greater than 18 feet. Lumber mills prefer logs of much greater lengths.

B. POLICIES

1. There is a need for the Department of Public Works to assure that the County's roadways and easement areas remain in safe condition, especially in regard to hazardous trees, potentially hazardous trees or trees that have fallen. At the same time, the Department recognizes that there may be value associated with the disposal decisions associated with the disposition of such trees. Accordingly, this policy memorializes the long-standing practice - over 30 years - to better address the nuances of today's administrative and regulatory workplace.
2. The source of logs that become the disposal responsibility of the Department, include, but are not limited to:
 - a. Trees that are identified as being "hazardous trees" and must be felled and removed.
 - b. Fallen trees that are discovered within the County roadway right-of-way's and easements during springtime openings of winter-closure roadways.
 - c. Trees that are discovered to impede or threaten traffic on County roadways or property during the year.

B. POLICIES (Continued)

3. Reasons for the necessity of the Department to dispose of logs include, but are not limited to:

- a. Safety.
- b. Mitigation of potential liability.
- c. Compliance with CalFire regulations, such as: "California Forest Practice Rules, 2011, Title 14, California Code of Regulations, Chapters 4, 4.5 and 10;" see the following link:
http://www.fire.ca.gov/resource_mgt/downloads/2011_FP_Rulebook_with_Diagrams_with_Tech_Rule_No_1.pdf

4. It is recognized that the policies of local lumber mills do not permit the receipt of such timber due to the recognition that such trees may contain, internally, metal objects as a result of human activities during the earlier life of the tree. When it is determined that the logs are non-merchantable, the local lumber mill in Quincy will only accept the wood for disposal during certain hours of operation on Saturdays and only after the wood has been reduced to less than 2 feet in length.

5. It is the policy of the Department that, where safety conditions permit, logs may be left on site, or nearby, for public salvage by woodcutters with a "Plumas County Log Removal Permit."

6. It is the policy of the Department that logs, approximately 8 inches in diameter, or smaller, will usually be mechanically chipped.

7. Notwithstanding the fact that that the Plumas County Department of Public Works has been permitting properly trained department employees to privately dispose of surplus logs from shop property, on personal time, for at least 34 years before the date of the signature affixed below, Public Works employees are now prohibited from continuation of such practice. Public Works employees can participate in the log disposal program available to the general public.

C. PROCEDURE

Following is the procedure to be followed by the Department of Public Works in regard to the disposal of trees and logs:

1. The procedure herein will be administered by the Deputy Director of Public Works.
2. Individual participants in this program shall agree that the acquired wood is for personal use only (including family and friends) and will not be sold.
3. Participants in this program will use their own equipment (including chainsaws, axes, vehicles, etc.) on their own personal time.

5. Participants in this program are encouraged to be currently trained and proficient in:
 - a. Chain saw safety.
 - b. Usage of Personal Protective Equipment (PPE), including: eye protection, hearing protection, clothing, gloves, leather boots, etc.
 - c. Use of fire suppression equipment.
 - d. Safely working in a roadside environment.

6. Participants in this program must acquire a lawful "Plumas County Log Removal Permit", which is to include a "hold harmless" clause, that benefits the Department and the County and is approved as to form by County Counsel for Plumas County. (Attached is a sample permit, used for similar purposes by Caltrans, that is to be adapted by the Director of Public Works and the County Counsel, for use by the general public, including County employees, in the administration of this program. The adapted form will include language to the effect that, "The Applicant understands and agrees that wood gathering and wood cutting activities are inherently dangerous activities that can result in serious injury or even death and that the Applicant assumes all the risks associated with such activity.")

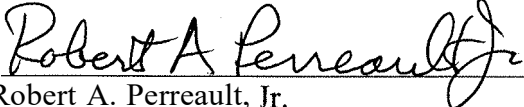
7. Whenever the Deputy Director of Public Works anticipates that surplus logs may be available to the general public, a notice to that effect will be posted under "County News" on the County's website home page at least 24 hours before anyone may acquire such surplus logs. The listing of a public notice does not obligate the County or the Department to make any logs available to the public under any circumstances.

8. The actual logs to be available will be determined solely by the Deputy Director of Public Works (or his designated Maintenance Supervisor).

9. No person shall acquire any surplus logs under this program unless a "Plumas County Log Removal Permit" has been lawfully issued by the headquarters unit of the Department of Public Works.

EFFECTIVE DATE OF THIS PROCEDURE

Immediately, upon signature by the Director of Public Works.


Robert A. Perreault, Jr.
Director of Public Works
Plumas County

MAY 15, 2012
Date

CONSENT LETTER

TR-0131 (REV. 1/2000)

ACCEPTANCE: *Indicate acceptance of conditions of page 2 of 2 by signing both copies and returning one to the Department's Representative.*

APPLICANT'S SIGNATURE	PRINT NAME	
TITLE	BUSINESS TELEPHONE NUMBER	DATE SIGNED

NAME OF ORGANIZATION

BUSINESS ADDRESS

CITY/STATE/ZIP

TYPE OF WORK:

VEGETATION CONTROL (WEED CONTROL, MOWING GRASS, OR BRUSH/SEEDLINGS)

LITTER REMOVAL

DONATED LANDSCAPE MATERIALS

SALVAGE SPILLED MATERIAL

OTHER (Describe)

DESCRIPTION OF WORK

LOCATION OF WORK (COUNTY/RTE/PM, CROSS STREETS)

SAFETY REQUIREMENTS FOR PARTICIPANTS

While on the roadside, remember: **SAFETY FIRST!**
 To protect yourself and others:

- Stay off the roadway and shoulders. (This includes unpaved shoulders.)
- Do not cross freeway traffic lanes on foot. Use caution when crossing conventional highways. Use crosswalks and signals where available.
- Face oncoming traffic as you work and keep an eye on traffic. Be prepared to *move* quickly, if necessary.
- Do not work on the roadway or shoulders, on bridges, or in tunnels.
- Discontinue work before dusk.
- Do not work when fog or other conditions reduce visibility for drivers.
- Do not work when roadway is icy.
- Do not touch or remove materials which you suspect may be toxic or hazardous. Items to avoid include powders, chemicals, smelly substances, suspicious packages, chemical drums or containers, weapons, syringes or hypodermic needles, dead animals and broken glass. Notify Caltrans or the police of the location of weapons or suspected toxic substances immediately.
- Do not compact trash bags. Injuries from broken or jagged objects may occur.
- Wear orange vests and other personal safety equipment's as advisable.
- Wear long pants and substantial leather shoes or boots with ankle support. Watch your footing and stay off steep slopes, drainage facilities or places from which you might fall.
- Do not run, throw objects or engage in horseplay or any other activity which may distract drivers.
- Do not consume alcoholic beverages or drugs before entering or while on the roadside.
- Be alert where snakes may be located. Also be alert for stinging insects and poisoning plants (e.g. poison oak).

FOR CALTRANS USE ONLY

Consent Letter For: _____

Permission is hereby granted to enter onto State Highway _____

to Conduct a **one day** _____ on _____, 20 _____, Subject to the

terms and conditions shown on page 2 of this letter.

MAINTENANCE SUPERINTENDENT'S SIGNATURE (FOR DISTRICT DIRECTOR)

DISTRICT DIRECTOR'S NAME

CONSENT LETTER

TR-0131 (REV. 1/2000)

1. It is expressly understood that the work to be performed is to be undertaken by yourself, your organization or by volunteers acting for and on behalf of themselves, yourself and your organization, and that yourself, your organization and said volunteers *are not and shall not be considered employees of the State of California, or of the Department of Transportation.*
2. The State of California and its officers and employees shall not be liable for any death, injury or property damage claims which arise from any activities which are the subject of this one-day letter of consent that may have been reasonably prevented by you, your organization or those persons employed by or acting in your behalf. If any claims arise out of the foregoing, *you shall defend, indemnify and save harmless the State of California and its officers and employees from same.*
3. This letter of consent or a copy thereof shall be kept at the site of the work and must be shown to any representative of the Department of Transportation or law enforcement officer on demand. Work shall be suspended if a complete copy of this letter is not available at the job site.
4. All work shall be conducted in conformance with the attached "Safety Requirements for Participants" shown on page 1.
5. All work shall be conducted during daylight hours.
6. All work shall be performed on the date indicated above.
7. If weather or other adverse circumstances cause a public hazard, work shall be immediately discontinued.
8. Work shall not be performed within 1.8 meters (six feet) of traffic lanes, within center dividing strips, upon bridges, culverts, or structures of any kind unless specifically approved by the Department Representative.
9. Workers shall not cross any traffic lanes of freeways and expressways.
10. Traffic control is prohibited.