

# MANITOWOC COUNTY HIGHWAY DEPARTMENT



3/14/2025

Re: Adopt-A-Highway Group Spring Cleanup

Happy Spring!!

As you start planning for your Group Adopt-A-Highway Pickups, we ask that you take care of your first pickup by **May 1, 2025**.

A few reminders:

- Each group must provide one adult supervisor for every five or six volunteers.
- All volunteers must be at least 11 years of age or in the 6<sup>th</sup> grade. No other person should be on the work site.
- Volunteers working adjacent to 4-lane interstates must be at least 16 years of age.
- Our department furnishes safety vests, portable “people working” signs, trash bags, trash bag pickup and disposal. Please call or stop in to pick up supplies when needed.
- Each group removes litter within their designated section at least 3 times per year between April and November.

The Adopt-A-Highway program emphasizes safety. It is important to be very careful when working on the roadsides. Please remember to hang your portable “people working” signs on your sponsorship signs on both ends of your segment. I attached a Safety Fact Sheet for your group to review. Prior to your clean up, please have your group view the Adopt-A-Highway Safety page which also has a link to click to watch the Safety Video.

<https://wisconsindot.gov/Pages/doing-bus/real-estate/roadsides/adopt-hwy/safety.aspx>

\*\* Once you have cleaned your section please fill out the clean-up report (attached) and either email to [cynthiaebert@manitowocountywi.gov](mailto:cynthiaebert@manitowocountywi.gov) or call this information into our department at 920-683-4345 to report your Adopt-A-Highway segment cleanup along with the location of garbage/bags/debris and number of bags that we need to pick up.

Also, if you are no longer the contact person for the group, please call our office to provide us with the new contact information. If your group no longer plans to take care of your responsibility of the AAH program by providing pickups each year, please call our office as we will need you to fill out an “Abandonment Form”, which allows us to open the section to other groups to adopt this segment.

You can also find more information on our Highway Department page at <https://manitowocountywi.gov/departments/highway/adopt-a-highway/>

Thank you for your support and dedication to the Manitowoc County Highway Adopt-A-Highway Program!  
Stay Safe 😊