



WESTERN MICHIGAN CHAPTER NCTA TRAIL MAINTAINERS' GUIDE 2005

21-Nov-05

The purpose of this document is to provide a common understanding of volunteer maintainers' responsibilities, support to be provided by the Chapter, and to provide some guidance on timely issues needing action.

Maintainer's responsibilities shall include, but may not be limited to, the following:

Each Maintainer will walk their entire segment of trail at least three times during the year (once prior to each of the following: prior to April 15, prior to July 1, and prior to November 15).

During each walk through, the maintainer will observe the general trail tread condition, make minor repairs as able, and provide a written report of any conditions that the maintainer believes need correction; such as wet areas needing structures, areas of excessive erosion, or segments that need rerouting.

During each walk through, the maintainer will observe the condition of all structures (bridges, boardwalks, steps, signage, carsonite posts, etc.) and provide a written report of any conditions that the maintainer believes need correction.

During each walk through, the maintainer will trim branches, new growth, shrubs, and trees so as to maintain the standard 4-foot wide by 8-foot high trail clearance.

During each walk through, the maintainer will remove downed branches and trees (small) across the trail. The maintainer will use only hand tools. The maintainer will provide a written report of any large downed tree that needs to be removed by a certified sawyer, including a clear statement of the tree's location.

During each walk through, the maintainer will clean the trail of trash, junk and debris. Small amounts of trash should be disposed of by the maintainer and not left at the trailhead. The maintainer will provide a written report of any large trash items and dumping that needs to be removed by additional volunteers and/or the land managers.

During each walk through, the maintainer will observe the condition of trail blazes, correcting them as needed to assure they are correct, in good condition and adequately identify the trail location in all seasons.

After each walk through, the maintainer will provide a written report of accomplishments and any actions/corrections necessary. Reports for sections in the Manistee National Forest will be sent to Larry Meyer (Manistee National Forest Coordinator). All other reports will be sent to Paul Haan, Trail Manager.

Assist with all maintenance projects on their section of trail by coordinating volunteers and providing leadership on the workday.

The Chapter's responsibilities shall include, but may not be limited to, the following:

Provide supplies, tools, technical assistance, and support in recruiting volunteers for scheduled work projects to address:

- Trail tread repairs such as wet area structures, erosion control, or rerouting.
- Repair or replacement of bridges, boardwalks, steps, signage, carsonite posts, etc.
- Large-scale wind damage involving downed trees.

Provide the supplies and materials needed to maintain trail blazes and signage in good condition.

Provide certified sawyer teams properly equipped to remove large downed branches and trees.

Relay to land managers any reports of large junk items and trash dumping along the trail, coordinating volunteer assistance as needed.

Review maintainer reports and schedule large projects in order of priority in coordination with the appropriate land managers and section maintainers.

Support maintainers in coordinating volunteers for workdays on their section of trail, including providing lists of active volunteers.

Reports will be immediately submitted to the appropriate Coordinator (listed below) following each seasonal walk-through (prior to April 15, prior to July 1, and prior to November 15). Report forms can be obtained at the Chapter website or by contacting your Coordinator or the Trails Manager.

Lowell Area Coordinators:

Aaron & Sharon Phipps
3350 Pratt Lake Ave
Lowell MI 49331
(616) 897-0417
asphipps11@yahoo.com

Rogue River Area Coordinator

Paul Haan
420 Sweet St NE
Grand Rapids MI 49505
(616) 363-3343
paulhaan@sbcglobal.net

Manistee National Forest Coordinator

Larry Meyer
6221 East 112th St
Howard City MI 49329
(616) 636-8587
lmeyer@iserv.net

Website for forms: www.northcountrytrail.org/wmi