

SNOW AND ICE CONTROL POLICIES AND PROCEDURES

I. INTRODUCTION:

The City Council of Silver Lake has determined that it is in the best interest of the residents of the City to provide snow and ice control services in order to provide for the travel of the greatest number of persons that conditions permit, access to emergency services, such as police, fire and ambulance, and the continuation of normal commerce. It is also understood that these services are restrained by reasonable budgetary requirements, available staff and equipment, and contract services as determined at the discretion of the City Council.

II. PROCEDURES AND OPERATIONS:

The Public Works Supervisor (PWS) is empowered with discretion as to the start of snow and ice control activities to be based on guidelines of need and the safety of operations. Operations will require coordination between the Public Works staff and Police department. Guidelines to commence operations will include:

- A. Streets will be plowed curb to curb with an accumulation of two (2) inches or more.
- B. Drifting snow that hinders traffic may warrant full or partial operations at the discretion of the PWS.
- C. Ice accumulations may warrant full or partial operations at the discretion of the PWS.
- D. Emergency situations requiring police, ambulance or fire responses may require deviation from the normal policy to ensure open routes of response.

It is understood that the police department or another emergency department may request that operations be instituted for any of the above reasons. The police department assists the PWS in monitoring conditions and notification of needs. In addition, the Police are to cooperate with the PWS in enforcement of on-street winter parking ordinances as determined by the City Council.

PLOWING

Snow plowing operations will normally commence at 3:30 A.M. during snowfall conditions. Snow removal, hauling and other clean up (parking lots, fire hydrants, etc.) can wait until the streets are plowed. The PWS will prepare a map of the city showing the streets and the route that the plows will use. This map will be used by the Police Department to ensure that the streets are clear of parked vehicles.

Snow emergency routes are as follows: McLeod County plows Main Street from the East City limits to the West City Limits to the middle of the street and Grove Ave from HWY 7 to Gehlen Drive. The City first plows Lane Ave from Main St. to Hwy 7 then Lake Ave. from Hwy 7 to Gehlen Drive and Gehlen Drive to city limits, then Center St. from Lane Ave. to Lake Ave. and Fourth, Frank St. from Lake Ave. to Lane Ave. Conditions may warrant a minor change in the sequence of these routes. After the emergency routes are plowed, East to West Streets will be plowed in order of Cleveland from East Ave to Tower Ave, then Tower Ave to Main Street. The remaining streets will be plowed thereafter in the most practical manner as determined by the PWS.

REMOVAL

In snow removal areas the streets will be plowed to the center to expedite removal. At this time the primary removal area is a McLeod County owned street plowed by the county personnel and equipment. Removal is the responsibility of the city and commences after plowing operations are completed or until the PWS contacts a contractor. Removal will then often commence during other plowing operations. The normal procedure for snowfalls under three (3) inches is to first plow all city streets to expedite traffic movement, then sand intersections if needed, then parking lots and city owned sidewalks, then commence snow removal operations.

Snow will be removed and hauled from Main Street between Grove Avenue (CSAH 2) and Lane Avenue; from Lake Avenue between Main Street and Gehlen Drive; from the municipal liquor store parking lot, the auditorium parking lot and the city office parking lot. The PWS will determine if additional help is required in removing snow from these areas.

SUSPENSION OF SNOW REMOVAL ACTIVITIES

Operations will normally continue until all roads are passable. Depending upon conditions and circumstances, widening and final clean up of operations may continue immediately or on the following working day. There may be instances where plowing and other operations are neither possible nor practical due to limited or zero visibility or continued storm conditions. Safety of the plow operator and that of the public is foremost, and practical budgetary restraints may limit continued efforts to maintain passage under severely adverse conditions. Snow plowing operations may be terminated as deemed necessary to permit the personnel adequate time for rest. Any decision to suspend operations shall be made by the PWS.

LEVEL OF SERVICE

The intent of this policy is to provide reasonably safe winter driving conditions appropriate for the type of travel necessary on city streets. The level of service described herein shall be considered a guideline with the understanding that immediately after a storm the level of service provided may be less than described herein and may vary in the city depending upon storm conditions and other circumstances.

Streets shall be plowed and/or sanded at intersections to allow intersections and curves to be as safe as conditions allow. A minimum of chemicals shall be used to achieve the conditions stated.

During light to normal snowfall conditions streets will be plowed full width as soon after the initial pass as possible. During heavier snowfalls the streets shall be plowed as wide as possible initially and widened as the storm intensity decreases.

Parking Restrictions:

On-street parking is not compatible with efficient snow plowing operations. Vehicles left parked on the street for extended periods of time create problems for snow plows as well as safety problems with packed snow and ice around the vehicle. It is the responsibility of the police to enforce Silver Lake City Code, 1986, Chapter 9, Section 7, Subd 1-5 which outlines the times and dates designated as winter parking, ticketing, towing and fines.

Property Damage

Snow plowing operations can cause property damage despite care on the part of the city operators. The major types of damage are to improvements in the city right of way, which

extends as a boulevard, typically 10-15 feet beyond the curb. The intent of the right of way is to create room for snow storage, utilities, sidewalks and other city uses. Certain private improvements such as mailboxes are required within this area. Mailboxes should be constructed such that they either swing away from hits by snow removal equipment or are strong enough to withstand the snow piled upon them as a result of snow rolling off the plow or wing. In no circumstances are they to have support placed in the way of plowing operations. Repairing boulevard sod damage and damages resulting from snow storage is the responsibility of the residents.

Responsibility of the Residents

Snowstorms create numerous problems. Residents have identified responsibilities in minimizing these problems. These identified responsibilities include cleaning their own driveways and sidewalks, cleaning areas around mailboxes and newspaper delivery tubes, for trash cans, and fire hydrants adjacent to their property. These areas should be cleaned without depositing snow into the street. No piles of snow should be created which block visibility for persons in the sidewalks or drivers at intersections or crosswalks. No items such as trashcans should be placed upon the street.

Snow plowing can cause additional snow to be deposited in driveway approaches and around roadside obstacles. Residents should be aware that they might have to clear their driveways a second time after the street has been plowed.

Complaints regarding snow and ice control damage should be directed to the administrator's office during normal working hours and handled in accordance with the city's procedure for complaints. It is the city's intent to treat all residents uniformly and to ensure that the provisions of the policy are complied with.