

CHAPTER 2. SNOW AND ICE CONTROL POLICY

Section 1. Scope

This chapter describes the City's Snow and Ice Control policy.

Section 2. Objective

The City's objective is to keep city streets reasonably clear of snow and ice to create safe vehicular and pedestrian travel for the greatest number of persons. This policy outlines the responsibility of the Public Works Department to accomplish this objective.

Sub-objectives:

- To plow priority streets first.
- To complete the task as efficiently and as economically as possible, working during the normal working hours whenever possible and keeping the overtime to a minimum.
- To establish and maintain standard operating procedures to keep Public Works personnel and residents knowledgeable of the work to be performed.

Section 3. Responsibility and Commencement of Snow and Ice Control Operations

The Public Works Superintendent has responsibility of determining plow routes and sequencing of snow and ice control operations. The Public Works Superintendent shall retain the latitude to adjust sequencing or route assignments based on storm conditions, equipment availability and/or other conditions warranting changes.

The Public Works Superintendent will make the decision on when to begin snow and ice control operations. In the absence of the Public Works Superintendent, the Public Works Street Supervisor will make the decision. The basic criteria for commencing snow and ice control operations are:

- a. There is a snow accumulation of 2 inches and it is still snowing and more snow is forecasted.
- b. Drifting snow is causing hazardous travel.
- c. Icy conditions are adversely affecting travel.
- d. Time of snowfall is affecting peak travel times.

Depending on snowfall amounts, each district will take approximately eight to ten hours to complete.

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Snow plow operators will be expected to work eight to twelve hour shifts. Because of budget and safety concerns, no operator will be allowed to snow plow more than a twelve hour shift in a twenty-four hour period.

The Superintendent will monitor the snow and ice control operations and request assistance from the Director of Parks and Recreation when Public Works available manpower reaches a point where normal operations cannot be maintained. The Public Works Department must maintain sufficient manpower to handle other Public Works emergencies such as watermain breaks, sewer backups, etc.

Section 4. Suspension of Snow and Ice Control Operations

Generally, operations shall continue until all roads are passable. Widening and clean up operations may continue immediately or on the following work day depending upon conditions and circumstances. Safety of the plow operators and public is most important. Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of city employees and residents. Operation also may be suspended during periods of limited visibility. Any decision to suspend operations shall be made by the Superintendent and shall be based on weather and travel conditions. The City will still provide assistance to emergency services if normal operations are suspended.

Section 5. Plowing and De-Icing Operations Procedures

Snow will be plowed in a manner that will minimize traffic conflicts and obstructions.

The center of the roadway will be plowed first, then curb to curb. The discharged snow will go onto the boulevards.

The plow trucks will de-ice hills and intersections as they plow snow. The first plow truck operator to complete his district will de-ice hills and intersections in the motor grader district.

Snow and ice control operations will be conducted on a 24 - hour basis which can result in snow plow equipment being operated in residential areas during late evening and early hours.

Section 6. Plowing Districts.

The City is divided into seven snowplow districts. as. Each district has been assigned snow plowing equipment and an operator. Snow plowing equipment includes six plow mounted trucks, a motor grader, and front end loader.

The snow plow districts were established for practical and economical reasons and to insure that all areas of the City will be completed in approximately the same amount of time.

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Each snowplow district is further divided into sub-areas that are alternated as starting points. Rotating starting points for snowplowing operations for each snowplowing event insures that no one area will be plowed first or last twice in a row.

Section 7. Plowing Priorities.

Priority routes are plowed first. These routes are generally streets that service neighborhoods and have a higher traffic volume. Topography and special needs are also considered when assigning priority routes.

When the priority streets have been cleared of snow, the remainder of the streets are plowed.

County roads within the City of New Brighton are plowed by Ramsey County personnel and equipment. County roads are normally cleared about the same time our priority streets are cleared. If the city receives a call about a problem on a county road, Ramsey County will be immediately notified of the situation. If the County does not respond to the problem in a reasonable amount of time, the city will respond to correct the problem as best as they can. Ramsey County plows and de-ices the following roads:

- Beach Road
- Cleveland Avenue
- County Road D, E, E2, H
- Long Lake Road
- New Brighton Road
- Old Highway 8
- Rice Creek Road
- 10th St NW (Hwy 694 to Old Hwy 8 NW)
- Silver Lake Rd
- 5th Ave NW (Old Hwy 8 NW to Co Rd E2)

Section 8. De-icing Icy Streets.

The City will use sand, salt, and other chemicals to de-ice streets where hazardous (slippery) conditions exist. Such chemicals have an effect on the environment and will be limited in use for this reason.

Street intersections and hills are de-iced when the streets are plowed. However, when streets become glazed or icy, and the streets do not need to be plowed, the snowplow equipment with sanders will be sent out to de-ice intersections and hills.

If an icy spot is observed by Public Works, or reported by the Public Safety Department or resident, a sanding truck will be dispatched to de-ice the area.

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Section 9. Snow Removal.

Snow removal is not considered a high priority and shall be done on an as needed basis after the streets have been plowed. Snow may be piled in the center of a cul-de-sac to be removed later to expedite plowing.

Snow will be removed from the southeast corner of the rear parking lot of the Public Safety Center.

When the snow builds up in the boulevards and there is no more room for snow storage, the boulevard snow will be “winged back” to create additional space.

Snow will be removed from around fire hydrants as soon as practical after the boulevards are winged back.

Section 10. Parked Cars

Section 29-20 and Section 29-21 of the City Ordinances restrict daytime on street parking to six hours between 5:00 a.m. and 2:00 a.m., and night time parking to thirty minutes between 2:00 a.m. and 5:00 a.m.

Section 29-32 and Section 29-33 of the City Ordinances address parking after a snow fall.

Vehicles that are parked in violation of the Ordinance are plowed in. Vehicles that are not removed from the street within a reasonable period of time, to allow the street to be plowed curb to curb, are considered a hazard and will be towed at the owner’s expense by the New Brighton Public Safety Department.

Section 11. Mail Boxes and Mail Delivery

Snow plow operators will make every effort to remove snow as close to the curb line as practical. In most cases it is not possible to plow directly to the curb and minimize mailbox damage. The final cleaning adjacent to mailboxes is the residents’ responsibility.

If a mailbox is physically hit by a City snowplow it will be repaired by the City. Temporary repairs will be made to mailboxes that are physically hit by the plow to avoid an interruption in mail service. Permanent repairs are made in the spring after the ground has thawed.

If a mailbox is damaged due to indirect contact, including the force of snow generated by the snow plow equipment, the City will assume no responsibility.

The City will replace mailboxes as shown on the attached “Typical Mailbox Installation” detail and as prescribed by the U.S Post Office. If damage to an ornamental mailbox has been determined to be the city’s fault, the resident will be offered a standard mailbox as a replacement, or reimbursement up to a total of \$50.00 to repair or replace the ornamental mailbox.

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Section 12. Driveways

Snow plow operators will make every effort to minimize the amount of snow deposited in driveways; however, the amount of snow deposited can be significant in large snowfalls. Based on priorities and limited staffing, the City will not provide snow removal from driveways.

Section 13. Boulevard or Property Damage

The city street right-of-way typically extends to an area ten to fifteen feet beyond the curb. This area is called the boulevard and is intended to provide for snow storage, utilities, sidewalks, and other public uses.

When plowing snow, plows may jump or climb the curb and cause damage to turf in the boulevard areas. Turf that has been damaged in the boulevard area or on private property, and has been reported to the Public Works Department, will be repaired in the spring. Repairs will be made using topsoil and seed.

The city shall not be responsible for damage to grass or plant life in the boulevard areas as a result of the use of sand or de-icing chemicals.

Also, the city will not be responsible for the repair or replacement of damage to lawn sprinkler systems, fences, ornamental or decorative lighting or posts, retaining walls, wood chip or decorative rock gardens within the boulevard area. The city will, however, assist residents in repairing damage to these items if they are located on private property.

Section 14. Snow Plowing City Sidewalks and Trails

The City shall plow all skeletal system sidewalks as defined in Sections 25-56 through 25-70 of the City Code. Plowing of the skeletal system shall be done using two trackless snowplows with blowers.

Sidewalks and trails are cleared as thoroughly as possible but not necessarily to bare pavement.

De-icing chemicals for ice control are not to be used on sidewalks or trails.

Plowing of skeletal system sidewalks shall begin at the same time the plowing of City streets begins. The intent is to get the sidewalks in school areas cleared before the opening of school, but not before the adjacent streets are cleared. The streets in front of schools are priority routes and are plowed first.

City park paths and walkways are to be plowed after sidewalks are cleared and will not normally be done on overtime.

Section 15. Complaints

Complaints regarding snow and ice control operations or property damage will be taken during normal working hours and handled in accordance with the City's

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complaint procedures. Responses to complaints will be on a priority basis as determined by the Public Works Superintendent and shall ensure the provisions of this policy are being fulfilled and all residents are being treated equally.

Section 16. Policy Changes

This policy and related procedures can and will be modified as necessary in the cases of emergencies, exceptionally heavy snow fall, equipment failure, and/or blizzard conditions. In the case of a medical emergency, fire, or other public safety concerns, a snow plow or plows will be immediately dispatched to assist emergency vehicles by clearing snow.

Section 17. Effective Date

This policy is effective September 8, 2009 by resolution of the City Council.