

Snow and Ice Removal Plan

Objectives:

- To keep all roads open and traffic moving during snow and ice events
- To protect and maintain the city's roads through timely removal of snow and ice
- To insure the safety of the traveling public and all city work crews is the highest priority during a storm event

Guidelines:

Primary snowplowing will begin as soon as snow is of a sufficient depth to plow and continue until roads are determined to be satisfactory.

Preventative measures will begin as soon as temperatures fall to 32 degrees Fahrenheit and moisture is present on pavement surface. Public Works personnel will monitor the track of storms that are expected to bring winter weather to our area, and when it becomes apparent that a storm event is imminent, all snow and ice control equipment will be made ready for rapid response and placed on standby.

Planning:

The City's Public Works Department has a pre-determined snow priority list that outlines the roads with the highest priorities that will be cleared of ice and snow first. These roads will be designated Primary on the snow removal plan. Primary roads include main thoroughfares and entrance and exit roads of plats. The plan is flexible so some other roads may be designated Primary, but most should be main routes and high volume roads.

The roads not designated Primary streets within the city will be considered Secondary roads and be cleared as soon as possible. Secondary streets typically include side streets and low traffic volume roads. Keep in mind that the magnitude of the event and the snowfall per hour will determine how quickly crews respond to Secondary roads.

Resource Preparation:

Every fall, prior to the winter months, preparations will be made to ensure all resources are prepared to respond to a snow and ice event. There are three areas for preparation that are vital to the ability of a crew to respond appropriately to a storm.

Equipment – All equipment will be thoroughly inspected and tested to ensure it is in proper working order. Items of special concern are electrical and hydraulic components that are subject to deterioration and corrosion during the months of non-use. A reasonable supply of replacement parts such as switches, hoses, casters, bearings, and blades will also be kept in stock.

Materials – All necessary materials needed to control snow and ice will be ordered, tested, and stored prior to the first anticipated snowfall/freeze.

Personnel – Training session(s) will be held on an annual basis, devoting time to training new personnel, updating experienced crew members.

Reporting Procedures:

It is the responsibility of the Public Works Superintendent or his designee to contact the Municipal Services Director or his designee when a snow and ice control event has begun. The aforementioned personnel will be responsible to monitor the weather conditions and employee work hours ensuring, during large events, that drivers are rested.

Coordinating Snow and Ice Control:

The Public Works Superintendent is responsible for activating the snow and ice removal plan in consultation with the Street Crew Leader and Municipal Services Director. Snow and ice control takes precedent over all other operations during a snow and/or ice event. During this time, it becomes necessary to move manpower and equipment from one area to another. It is the responsibility of the Public Works Superintendent in consultation with the Street Crew Leader to move or reassign manpower and equipment.

After The Storm:

After every snow and/or ice event, immediate attention will be given to restocking supplies and equipment along with repair and maintenance of equipment.

***It Is Important to Note:**

Per Tipp City Ordinance, residences and businesses are responsible for snow and ice removal on the sidewalks adjoining their buildings on the public right of way.