

Snow & Ice Removal Policy

Village of Edmore
Department of Public Works

Snow & Ice Removal Policy

1.0 Introduction/Background

The Village of Edmore strives to maintain safe driving surfaces for vehicles properly equipped for winter driving conditions. Due to the nature of winter weather conditions, a roadway completely and immediately clear of snow and/or ice is not a realistic expectation. Motorists are expected to adjust their driving practices in accordance with road conditions.

The Village maintains snow removal services on approximately 12 miles of Village streets. The Montcalm County Road Commission maintains all county and state roads through the Village. This includes First Street (Wyman Rd.) and Main Street (M-46).

2.0 Purpose

Establish a reasonably uniform, standardized methodology for responding to winter weather events and snow emergencies.

3.0 Policy Goals

This policy strives to promote/obtain:

1. Public Safety.
2. Standardized Snow/Ice Removal Operations for consistency.
3. Establishment of clear goals for the Public Works Division Staff.
4. Safe snow/ice removal practices.
5. Quality.
6. Cost Efficiency.
7. Equitability.
8. Minimize liability.
9. Advanced understanding and acceptance of Village's Snow & Ice Removal practices and policy to promote consistency and aforementioned goals.

4.0 Snow Removal

4.1 Call-Out Procedure

The DPW Supervisor or on call DPW employee is charged with determining when to commence Snow/Ice Removal Operations. Factors to consider:

1. Weather Reports: projected snow/ice accumulation, projected conditions after the storm. The Village will utilize reports/predictions from the NOAA/ National Weather Service Grand Rapids Weather Forecast Office.
2. Observed Conditions: Village DPW Supervisor, DPW on call employee or Village Manager 9am-5pm

4.2 Snow Removal Guidelines

Definition: *Snow Removal Operations* - Employing the full or partial capacity of the Village staff, equipment and contracted snow removal services.

4.2.1 Less than 2" Accumulation

1. Events projecting and/or resulting in less than 2" of accumulation, the on-call employee shall check hilly and/or curved roads and sloped intersections salt and plow drifted sections as needed.
2. Events that continue through or end between 1am- 8am snow removal will start after the snow event has ended*.

*Only the on call employee scheduled to work weekends, holidays and overnight hours will be utilized.

4.2.2 2" to 3" Accumulation

1. For events projecting and/or resulting in 2" to 3" of accumulation with an event ending around 6 pm snow removal operations will start between 1am-3am
2. Snow events ending during the evening and overnight with no projected additional snowfall, snow removal operations will begin the next workday between 2 - 3 am.
3. Snow events that continue through or end between 1am-8am will start snow removal after the snow event has ended*.

*Only the on call employee scheduled to work weekends, holidays and overnight hours will be utilized.

4.2.3 Greater than 3" to 6" Accumulation

1. **During the snow event, High Priority roads (based on the Village Snow Removal Map) will be plowed.**
2. During the snow event, hilly roads and sloped intersections will be monitored and plowed/salted as needed.
3. Events ending by 6 pm, full snow removal operations will begin between 1am-3am
4. Snow events ending during the evening and overnight, snow removal operations will begin the next workday between 1am - 3 am.*

*The on call and (1) additional employee **may** be scheduled to work weekends, holidays and overnight hours will be utilized based upon DPW Supervisor approval.

4.2.4 Greater than 6" Accumulation

1. **A Snow Emergency may be declared.** (See Snow Emergency Section)
2. **During the snow event, High Priority roads (based on the Village Snow Removal Map) will be plowed.**
3. During the snow event, the hilly roads and sloped intersections will be monitored and plowed/salted as needed.
4. Events projecting greater than 6" of accumulation, snow removal operations will not be in effect until snow fall has ceased.
5. Events ending by 6 pm, snow removal operations will begin between 1am - 3am.
6. Snow events ending during the evening and overnight, snow removal operations will begin the next workday between 1 am - 3 am.*

*All DPW employees **may** be scheduled to work weekends, holidays and overnight hours and will be utilized based upon the approval of the DPW Supervisor.

4.2.5 Drifting Snow

1. Conditions projected and/or resulting in drifting conditions, the on-call employee shall monitor drift-prone areas and respond as needed.

4.2.6 De-icing (Ice / Sleet / Freezing Rain)

1. The Village uses salt and/or a salt/sand mixture for maintaining Village roads.
2. As a general rule, salt will not be applied to remove snow, deferring to plowing for snow removal.
3. Salt will not be applied in areas subject to drifting or in areas with blowing snow.
4. Salt will be applied to ice covered roads when road temperatures are approximately 15 deg. F or greater. Below this temperature, salt loses its effectiveness to melt ice.
5. When temperatures are below 15 deg. F, a sand/salt mixture may be used.
6. When either salt or sand/salt mixture is used, it will be applied to roads as dictated by road conditions.
7. Salt is generally applied at a rate of 300# per lane mile. Higher rates may be used for steep slopes, hills, curves and intersections.
8. Salt/Sand mixture is generally applied at a rate of 200# per lane mile. Higher rates may be used for steep slopes, hills, curves and intersections.

4.2.7 Sidewalks

1. Sidewalks maintained by the Village will be cleared after street plowing has been completed.
2. Sidewalks and crosswalks maintained by the Village will be cleared during the normal workday. No overtime is allotted for clearing sidewalks and crosswalks if snow falls on Friday through Sunday.
3. If greater than 2 inches of snow falls between noon on Friday and 7 am on Sunday, DPW staff will clear high pedestrian traffic areas only, within approximately 48 hours of the end of the snowfall as allowed without incurring overtime costs.

5.0 Snow Emergencies

A snow event that produces an accumulation of 1 or more inches per hour.

1. Snow removal will begin when the DPW Supervisor deems necessary. This will be depending on forecast and current conditions.
2. Snow removal may start at anytime during the event and continue in shifts with 1-3 employees until the event ends.
3. If the event that produces accumulation that cannot be cleared with in the next day's working hours 8am-5pm. Snow removal will cease at 5pm and resume the next morning between 1am-3am until streets are passable with final cleanup occurring during normal working hours.

6.0 Plow Operator Time

To promote safety, the Village employs a maximum Plow Operator Time of 16 hours, then a minimum of 4 hours off before returning.

7.0 Other Rules / Ordinances / Guidelines

7.1 Residential/Business Responsibility

1. Opening or clearing private driveways and in front of mailboxes is the property owner's responsibility.
2. Property owners are encouraged to clear snow from around fire hydrants that lie adjacent to their property.
3. Property owners desiring to mark the edge of the road pavement must meet the following guidelines:
 - a) Markers must be painted bright colors for visibility.
 - b) Markers must be wood lath not exceeding 3/8" in thickness, fiberglass rods not exceeding 3/8" dia., or other materials where approval has been obtained from the Department of Public Works. Materials must be those that will break away in the event they are hit by snow removal equipment.
 - c) Markers must not be placed closer than 2' to either the pavement edge or gravel shoulder to allow plows to clear space for future snowfalls.
 - d) Markers damaged by snow removal operations will not be covered for reimbursement.

7.2 Depositing Snow in Streets Prohibited

1. Shoveling, blowing, or plowing snow from private property or Village sidewalks into or across streets is prohibited. (MCLA 257.677a)

7.3 Parking Prohibited

1. Parking on streets within the Village limits is prohibited between the hours of 2 am and 6 am.
2. Parking is also prohibited on Village Streets during a Snow Emergency.

8.0 Complaints

Complaints should be directed to either the Village Manager or Department of Public Works Supervisor.

9.0 Deviations from Policy

Policies are designed to establish reasonably uniform and consistent approaches to an issue. Unforeseen or unique conditions may arise causing consideration for deviations from established policies.

