

**CITY OF SUPERIOR
Public Works Department**

WINTER ROAD MAINTENANCE POLICY

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WINTER ROAD MAINTENANCE POLICY

General

The purpose of the WINTER ROAD MAINTENANCE POLICY to set up acceptable procedures and polices for the winter maintenance of public areas as to snow and ice removal in the City of Superior, Wisconsin. This policy replaces all prior written or unwritten policies of any part of the governing or employed body of the City of Superior, Wisconsin. This policy does not repeal any existing ordinances regarding snow or parking.

The intent of establishing the City of Superior's winter maintenance policy concerning snow and ice is to provide a uniform understanding of the priorities and procedures used to combat snow and ice related conditions. Each winter storm has unique characteristics climatological factors such as storm intensity and duration, wind, temperature, and moisture content that affect the total amount of snow and ice accumulation and influence the methodology used to combat the resulting snow and/or ice related conditions.

The Superior Public Works Department endeavors to maintain adequate traction for vehicles properly equipped for winter driving conditions. This does not mean that bare, dry pavement should be expected after such snowfall or ice storms. Furthermore, this does not mean the streets will be free of ice and snow.

Snow and Ice Control

The priority routes are the City's arterial and major collector streets. The remaining streets are divided into six (6) residential plowing districts. The residential plowing districts are the lesser traveled collector streets and residential streets. The streets within the residential districts are treated only after the priority routes have been treated and are in acceptable driving condition. The priority routes have been laid out in a grid pattern over the entire City with most residences no more than six (6) normal City blocks from priority route.

In addition to the regular snow and ice control operations, a special priority route has been drawn up that ensures that all City hospital emergency routes are opened. Specific equipment is assigned to this route.

Planning and preparing for a snow and ice control project of this magnitude is difficult and is made more difficult by the uniqueness of each storm. No two storms are ever identical. The interrelationship of factors such as rate of snowfall, moisture content, accumulation, temperature, time of day, and wind velocity determine the uniqueness of each storm. Therefore, the City's snow and ice control program must be definite in nature in order to establish systematic procedures for fighting any storm, while being flexible enough to combat the unique aspects of each storm.

When evaluating the effectiveness of the snow and ice control program, it must be remembered that there are many factors affecting the impact of a storm on the community. During most storms, the greater the snow accumulation, the greater the problem. This is particularly a problem in the central business district where the snow accumulation may be required to be hauled from the area. The time at which the storm occurs can have a very adverse affect. A storm during a weekday rush hour is more difficult to combat than the same storm during a weekend. High wind conditions will cause streets to quickly fill up again with drifted snow, thus requiring additional effort on the part of snow fighting forces. The temperature at the time of the storm will also affect conditions. Snow falling on warm pavement may disappear with little effort. However, a moderate storm, coupled with a prolonged subfreezing period, will greatly increase the required removal effort. The type of snow will also have an effect on the snow fighting effort. Light, dry snows handle more easily than heavy, wet snows.

Receiving and analyzing weather information is perhaps the most critical link for a successful snow and ice control program. Making a decision at the right time before the storm has effectively blocked most courses of action is vital to the success or failure of the total operation. At the present time, the Public Works Department depends upon U.S. Weather Bureau forecasts and television forecasts (which, although accurate, do not allow access to round-the-clock, early warning weather forecasts).

During snow and ice conditions, emergency calls from the Police and Fire Departments regarding accident and/or medical or other emergency situations are given top priority for whatever assets are needed to support their emergency response efforts. Public Works Department personnel do not respond to unverified "emergency" requests direct from the public. Individuals with such problems are referred to the department best equipped to verify and respond to the emergency and, upon request of the appropriate agency, the Public Works Department will support their efforts in whatever manner necessary.

Private Plowing and Snow Removal

No snow or ice removed from private property shall be deposited on the public way in areas expected to be cleared by personnel from the City of Superior. This would include any of the following that are prohibited:

1. Pushing snow or ice across a roadway or walk.

2. Pushing or carrying and depositing snow or ice on a public way, where expected to be maintained for pedestrian or vehicular traffic.
3. The blowing of snow or ice onto a pedestrian or vehicle travel area.

Any of the above are dangerous and could cause injury or accidents and may not allow for safe passage by the public. Violation of any of the above may result in a forfeiture action against the property owner, punishable by the fee structure set by ordinance, until such nuisance shall be removed.

The City will not chemically treat, sand, or plow on private property and cannot shovel out ridges in driveways caused by the snow plows. Snow removed from driveways and sidewalks is the property owners' responsibility.

Ice Removal

The first step in fighting any snowstorm is the spreading of either chemicals or sand on those priority routes where traffic conditions are such that tie ups are likely to occur if slippery or icy conditions develop.

The use of straight rock salt for snow and ice removal is a widely recognized and accepted procedure throughout the snowbelt. With favorable temperatures, salt will be used to melt up to two inches (2") of snow and will prevent the bonding of compacted snow to pavements, thus ensuring a cleaner plowing job should plowing become necessary. Less than optimum results occur during temperatures below 15⁰ F and when traffic volumes are too light to activate the chemicals. When the temperatures are extremely low and salt cannot melt the snow and ice, sand must be used rather than chemicals to act as an abrasive to provide traction.

Due to the expense involved, the City does not apply salt to those lesser traveled collector streets and residential streets that make up the residential plowing districts. However, sand is spread on the lesser-traveled collector streets. We do intersections in residential areas.

Street Snow Removal

The first step in the snow removal operation is the plowing of the priority snow removal streets, which takes place when there is two inches (2") or more of snow on the streets and more is expected. The priority snow removal streets have been divided into six (6) plowing routes that correspond identically with the six (6) priority chemical and abrasive treatment routes. When plowing the priority snow routes, snow plowing equipment is dispatched in tandem on each individual route. Experience has shown that plowing each route with two pieces of equipment is more effective than using just one piece of equipment on each route. In many instances, equipment moving in tandem will be able to widen a street from centerline to curb, thus eliminating the need for a second pass to widen the route. As each route is completed, the

equipment is then moved to additional routes as assigned until all streets designated for priority snow removal have been plowed. This program is carried out entirely by City personnel and equipment without assistance from local contractors.

When priority snow removal routes have been completed and are in acceptable driving condition, and if the total snow accumulation is more than three inches (3"), snow plowing operations normally are initiated in the six residential plowing districts. The order in which the residential districts are plowed is based on the topographic conditions of each district. Those districts that have conditions where are the most difficult for motorists to negotiate in inclement weather and have schools access streets are done first. However, other conditions such as depth and moisture content of the snow and ability of vehicles to travel in residential streets enter into each residential plowing decision. Normally two plows are assigned to each district, starting at opposite ends working toward the middle.

Alleys are of a lower priority. The decision to plow the alleys is based on factors such as snow depth, moisture content of the snow, and the ability of vehicles to travel through the alleys.

Snow Hauling

When the accumulated plowed snow reaches a point that vehicular and pedestrian movement is significantly hindered, hauling the snow from the areas is initiated. The hauling operations are limited to the central business district and nearby areas that have on-street parking. The snow hauling operation is not initiated until all the priority snow removal routes and residential streets are in satisfactory driving condition. Most of the snow hauling operations take place during daytime hours to minimize overtime labor costs. Current Superior locations include: the business district, City-owned parking lots, emergency routes, and the East 2nd Street corridor.

Snow Disposal

The City of Superior disposes of all snow by the land disposal method. Other methods are not economical at present. Everything we have learned leads us to believe land disposal is the best snow disposal method, providing a buffer zone is created to contain debris. For purposes of analyzing snow disposal in the City of Superior, existing land disposal areas are described as follows:

1. East side of Mortorelli Drive between Belknap Street and North 21st Street
2. Stinson Avenue at East 12th Street
3. Vacant City-owned lots north of North 8th Street
4. Itasca
5. South Superior

Our existing snow disposal operations include the use of graders and frontend loaders to windrow the snow to the street. A large snow blower is used to load the snow into City trucks. The snow is hauled to the site nearest the disposal area. The snow is removed from the central

business district first, with the time obviously dependent on the density and depth of the snow. Snow from City-owned parking lots is stacked on the lots until time allows removal, generally the second or third day after a snowfall. The identified snow disposal areas are for City use only. Private snow removal contractors are required to locate their own disposal areas.

Initial Mobilization Procedures

As snow and ice control is the major part of our winter operations and in order to provide the best cost-effective means of dealing with snow operations, the Street Department implements a third shift (11:00 p.m. to 7:00 a.m.), Monday through Friday, during the period of November 15 to April 15. The personnel on this shift normally consist of a three-person crew with the flexibility to go to a five-person crew. The personnel are used for sanding, plowing and snow removal. The remainder of the Street Department's crews work from 7:00 a.m. to 3:30 p.m., Monday through Friday.

The need for implementation of the maintenance policy shall be the actual occurrence of a snowfall of depths greater than two inches (2"), or less, if combined with freezing and icing conditions, or the occurrence of an ice storm or freezing rain, which would make the public ways difficult to travel.

Weather reports issued by the National Weather Service shall be taken into account to prepare for anticipated maintenance service. The responsibility for ordering personnel and equipment into service for a winter maintenance operation shall be primarily with the Superintendent of Public Works or his designee. The Police Department, during off-hours, shall keep watch and assist in notification to the Public Works Superintendent, of need of service. The Public Works office shall receive all complaints and address them on a priority basis.

If the decision to fight a storm is made after the normal working day has ended, a telephone call list is used to notify the affected personnel. As the necessary personnel arrive, priority routes are assigned and the snow fighting operation is initiated. A snow and ice control program will only be initiated by the Public Works Director, Public Works Superintendent, or a designated representative. If the accumulation is significant (2" or more), a snow emergency is initiated.

Personnel and Equipment

While all snow removal operations are conducted by the Public Works Department personnel, assistance may be required from the City's Parks, Recreation and Sewer personnel for snow plowing.

Parking

The City of Superior utilizes an "Alternate Parking" program for the period of November 1 through May 1. This program allows for alternate side parking on a weekly basis, with weekly changes beginning at 12:01 a.m. on Monday through Sunday with the changeover period

designated at 4:00 p.m. to 8:00 p.m. Sunday. In a block where parking is normally permitted on one side of the street only, vehicles shall be parked on the opposite side in accordance with the provisions of the ordinance, except on those street as designated exempt. This ordinance is annually designated for even and odd side weekly parking by the Police Department.

Towing of Illegally Parked Vehicles (Ord. O01-3276 2/6/01)

Section 4-4 of the Superior Traffic Code provides that "Whenever a vehicle is illegally parked, stopped or standing in such a manner as to prevent or impede municipal snow removal on any city street, alley or highway, the Director of Public Works or the Chief of Police or their designees are authorized to move or remove such vehicle to an off street location or to any other portion of a street, alley or highway within the limits of the City of Superior where the vehicle will no longer prevent or impede snow removal." Wisconsin law provides that the car must be ticketed by the Superior Police Department before the vehicle is moved. The Police Department will work with the Public Works Department to effectively move or remove vehicles that prevent or impede snow removal. Employees operating snow removal equipment will call their supervisor for getting assistance from the Police Department for ticketing and moving vehicles.

The Superior Police Department will assist the Public Works Street Division in regard to towing of vehicles in violation of the City's Calendar Parking ordinance which pose immediate restriction to snow removal on City streets. Such vehicles will be issued a citation at the time of removal. All incurred charges will be the responsibility of the vehicle owner. During an immediate snow removal process by City crews, vehicles impeding such removal will be immediately cited and towed by the Police Department. For planned snow removal processes, the Public Works Street Division will notify the Police Department of such plans, date and location/s of the removal, and the Police Department will proceed the snow removal process by ticketing vehicles in violation of the Calendar Parking ordinance and arrange for towing of those vehicles that pose an immediate restriction to the process.

Sidewalk Snow Removal

Per City Ordinance, Section 28-9.1, the owner, occupant or person in charge of each and every building in the City of Superior, fronting upon or adjoining any street, and the owner or person in charge of any unoccupied building or lot fronting as aforesaid, shall clean the sidewalk in front of or adjoining such building or unoccupied lot or building, as the case may be, of snow or ice to the width of such sidewalk by twelve o'clock, noon, of each day and cause the same to be kept clear from snow or ice.

Penalties

(Per Sec. 16-45 - reference snow dumps) Any person violating any provision of this article or nay rule or regulation established pursuant to this article shall, upon conviction thereof, be punished by a fine of one hundred dollars (\$100.00) plus costs and assessments. This article may be enforced by issuance of citations as set forth in Sections 1-8 and 1-9 of the Code of Ordinance

of the City of Superior. The Director of Public Works, (sic) the Superintendent of Public Works, the Public Works Street Supervisor and any law enforcement officer may issue citations for violations of this article.

Where to Call for Information

Snow Route locations:

Public Works Street Division – 715-394-0244

Questions regarding snow and ice removal:

Public Works Street Division – 715-394-0244

Questions regarding whether the snow ordinance is in effect:

Police Department Traffic Sgt. – 715-394-0435

Approved by Council: APRIL 6, 1994

Amendment approved by Council: FEBRUARY 6, 2001