

Section 5.02 Snow and Ice Control Policy

A. Introduction

The City of Waseca believes that it is in the best interest of the residents for the City to assume basic responsibility for control of snow and ice on city streets. Reasonable ice and snow control is necessary for routine travel and emergency services. The City will provide such control in a safe and cost effective manner, keeping in mind safety, budget, personnel and environmental concerns. The City will use city employees, equipment and/or private contractors to provide this service.

B. Commencement of Operations

The Street Superintendent will decide when to begin snow or ice control operations. Following the accumulation of three-inches (3") or more of snow fall in the City of Waseca, a snow emergency shall exist. It shall be unlawful for the driver or owner of any motor vehicle, trailer or implement to park or leave standing such vehicle, trailer or implement on any street or alley within the corporate limits of the City of Waseca. Parking may not be resumed on any street or alley until snow removal has been completed on said streets.

A snow emergency may be declared by the Director of Engineering or his/her designee, at times other than that following a 3-inch (3") snow fall, premised upon threatening or existing adverse weather or street conditions that in his discretionary opinion is or may be hazardous to the general public safety and well being. If the Director declares such an emergency other than for snowfalls 3" or over, a good faith attempt will be made to place a notice on the local radio stations.

Snowplowing shall normally begin when accumulation reaches a point where functional traffic flow is inhibited or 12:00 a.m. depending on when the storm starts. Plowing shall begin as close as possible to the time snowfall ceases and will continue as visibility and operator safety permits. Work periods shall not exceed safe limits that operators can continue without rest.

C. How Snow Will be Plowed

Snow will be plowed in a manner so as to minimize any traffic obstructions. The center of the roadway will be plowed first. The snow shall then be pushed from left to right. The discharge shall go onto the boulevard area of the street. In times of extreme snowfall, streets will not always immediately be able to be completely cleared of snow.

D. Snow Removal

The Street Superintendent will determine when snow will be hauled away by truck from various areas. Such snow removal will occur in areas where there is no room on the boulevard for snow storage and in areas where accumulated piles of snow create a hazardous condition. Snow removal operations may be delayed depending on weather conditions and available personnel. The snow will be removed and hauled to a snow storage area.

E. Priorities and Schedule for Which Streets will be Plowed

The City has classified City streets based on the street function, traffic volume, and importance to the welfare of the community and those streets will be plowed first. These are high volume which connect major sections of the City and provide access for emergency fire, police and medical services.

F. Weather Conditions

Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of City employees and equipment. Factors that may delay snow and ice control operations include; significant winds and limited visibility.

G. Sanding and Salting

It shall be the policy of the City to consider cost, environmental impact of salt usage as well as safety of the motoring public when establishing application rates and locations for application. Sand and salt shall be applied to the street surface in such quantities so as to provide a level of skid resistance that is consistent with standards normally experienced on City streets throughout the State of Minnesota. It is recognized that a bare pavement policy is not possible at all times during the winter period.

Streets shall be spot sanded to provide skid resistance and traction consistent with area standards in accordance with the following priorities:

1. Hills, controlled intersections, and curves.
2. Arterial and collector streets.
3. School zones.
4. Bus routes.
5. Commercial and industrial.
6. Residential - Blanket sanding of general snow pack on residential streets will not be accomplished.

H. Property Damage

It is recognized by the City that on occasion private property is damaged during snow and ice control operations even under the best of circumstances and care on the part of the operators. Where this happens it shall be the policy of the City to handle damages in the following manner:

1. **Mailboxes** - where mailboxes are placed adjacent to the street it shall be the policy of the City that snow shall be plowed as close as possible to the curb to allow for passage of traffic and mail delivery, it shall be the responsibility of the property owner to keep piled snow away from mailboxes so mail can be delivered. Mailboxes should be constructed sturdily enough to withstand snow rolling off a plow or a wing.

Where damage to the mailbox occurs such damage shall be investigated by the Street Superintendent. If it is determined that the weight of the snow caused the damage, the City will not assume responsibility for repair of the mailbox. Where evidence indicates that physical contact between the plow and the mailbox has occurred the City will assume responsibility for repair or replacement at a cost not to exceed \$30.00.

2. **Boulevard Sod** - It shall be the policy of the City to repair any damage to sod where curbs are in place by re-laying the turned up pieces or placing black dirt and grass seed. Residents are requested to assist by watering areas that are repaired.

The City will not assume responsibility for damage to unauthorized fences, shrubs, landscapes, etc. located in the boulevard area.

3. **Parked Vehicles** - Damage to parked vehicles will be considered only if they are legally parked and only if physically contacted by the snow removal equipment.

I. Driveways

Property owners or residents are responsible for removing snow deposited in driveways by City snow plows.

J. Snow and Ice Control Process

The following represents the "normal" sequence of steps to remove snow and sand streets within the City of Waseca.

1. Arterial Streets

There are four plow truck zones and one motor patrol zone. The City has classified City streets based on the street function, traffic volume, and importance to the welfare of the community and those streets will be plowed first. These are high volume which connect major sections of the City and provide access for emergency fire, police and medical services.

County roads (County State Aid Highways) located in the City limits, are plowed by the City as per County/City Maintenance Agreement.

2. Non arterial streets

The four plow trucks begin plowing all other streets and alleys. One plow truck is assigned to each truck zone. When a plow truck is finished with its zone, it moves to help in another zone that is not finished. Plow trucks may also sand at the same time if it is feasible. The motor patrol will wind row snow to the center of street for the streets which snow is hauled away by trucks. One front end loader is used to clear snow from downtown alleys and City parking lots. The snow is piled in a designated area on the lot and hauled away with City dump trucks as time permits (usually one or two days later).

3. Cul-de-sacs

The snow is piled on the boulevard where room permits. Where boulevard storage is not available, the snow is piled on the pavement and hauled away with City trucks 2 or 3 days later.

4. Salt/Sand

Intersections, hills and curves are sanded as needed.

5. Motor patrol and snow hauling zone

Enclosed with this brief narrative is a map which depicts those streets which are primarily maintained by the motor patrol (road grader). These streets have the snow wind rowed and then hauled away.

The loading and hauling away of snow will normally begin between midnight and 2:00 a.m. Depending on the timing and amount of the snowfall, snow hauling may start the same night or the following night. This procedure involves one motor patrol, one snow blower mounted on a front end loader, another front end loader and 10 to 14 contracted trucks. 3 to 10 hours are required for this task depending on amount of snow. Property/business owners in this area may remove snow from sidewalks and place it into the parking lane before snow is removed from the street.

The loading operation involves a loader mounted snow blower and hired trucks that drive against the

normal flow of traffic on some streets and highways. This is necessary so the truck driver is able to see the blower while the truck is being loaded. To insure safety for oncoming traffic, "Road Work Ahead" signs are placed at each end of the operation and an escort vehicle precedes the trucks with flashing lights.

Snow Hauling Streets (see attached map)

Downtown Area

1. 4th Street from W Elm - 2nd Avenue NW
2. 2nd Street from 5th Avenue SW - 4th Avenue NW
3. State Street from 10th Avenue SE - 6th Avenue NE
4. 2nd Street from 3rd Avenue SE - 3rd Avenue NE
5. 3rd Street from 3rd Avenue SE - 3rd Avenue NE
6. 5th Avenue from 2nd Street SW - South State Street
7. 6th Avenue from 2nd Street SW - State Street
8. 2nd Avenue from Railroad - 3rd Street SE
9. Elm Avenue from 4th Street NW - 3rd Street NE
10. 2nd Avenue from 4th Street NW - 3rd Street NE
11. 3rd Avenue from 2nd Street NW - 3rd Street NE

Outer Areas

12. 4th Street from 2nd Avenue NE - 4th Avenue NE
13. 5th Street from 2nd Avenue NE - 3rd Avenue NE
14. 6th Street from 3rd Avenue NE - 4th Avenue NE
15. 2nd Avenue from 4th Street NE - 6th Street NE
16. 10th Street from 7th Avenue NW – 9th Avenue NW
17. 7th Avenue from 10th Street NW – North State Street
18. 7th Avenue from 3rd Street NE – 4th Street NE

K. Airport

One plow truck is kept at the airport. The airport manager plows the runway and taxiways as needed. The day after snow removal is completed in the City, the front end loader removes snow from the hanger areas. If snow amount is more than plow truck can move the motor patrol will assist in this task.

L. Follow-up Cleaning

The day after snow plowing is completed, plow trucks clean up snow left around snowbirds, any drifts that may have developed, widen intersections as needed and re-sand where necessary. The second day after plowing is completed, the snow piles are hauled from the City parking lots with the front end loader and City dump trucks.

M. Sidewalks and Parks

Park Department employees are responsible for snow removal of sidewalks and steps abutting City property, other long continuous walks, park parking lots and public outdoor ice skating rinks. Snow removal from these areas requires approximately 1½ - 2 days depending on snowfall amounts and drifting snow (see the attached map).

Sidewalk Snow Removal

- First Priority Sidewalks - Downtown walks on or adjacent to City property
- Second Priority Sidewalks - other sidewalks on or adjacent to City owned property Ice

Skating Rink

Snow Removal

- Trowbridge Park
- Hartley Hockey Rinks

Park Parking Lot Snow Removal

- Hartley Hockey Rink
- Clear Lake Parking Lots

N. City Bike Trail

The City Park department maintains a paved trail designated for bikes and pedestrians that runs along an old railroad bed from 2nd Avenue NW to Highway 13 North and 22nd Avenue NW. Snow removal occurs from 2nd Avenue NW to and through Northwest Park, ending at 4th Street NW and then from the west parking lot of the High School to the Highway 13 North and 22nd Avenue NW intersection. The bike trail proceeding north from Northwest Park and ending at the west parking lot of the High School is categorized as a three season trail and snow is not removed during the winter months.

O. Personnel and Equipment

The City of Waseca maintains approximately 45 miles of streets and alleys, and a number of sidewalk, trail and park areas. This work is performed with the following personnel and equipment.

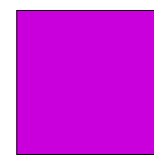
- A. Personnel: Snow and ice removal operations involve the use of all Public Works employees including street, park and shop departments. In addition, the City contracts for the hauling of snow which will involve another 14 trucks.
- B. Equipment: Snow and ice equipment owned by the City includes:
- Five (5) Dump trucks with plows and sanders (one used at airport)
 - Motor patrol
 - Front end loaders, one with a snow blower
 - Other smaller equipment including mowers with broom and blower attachments.

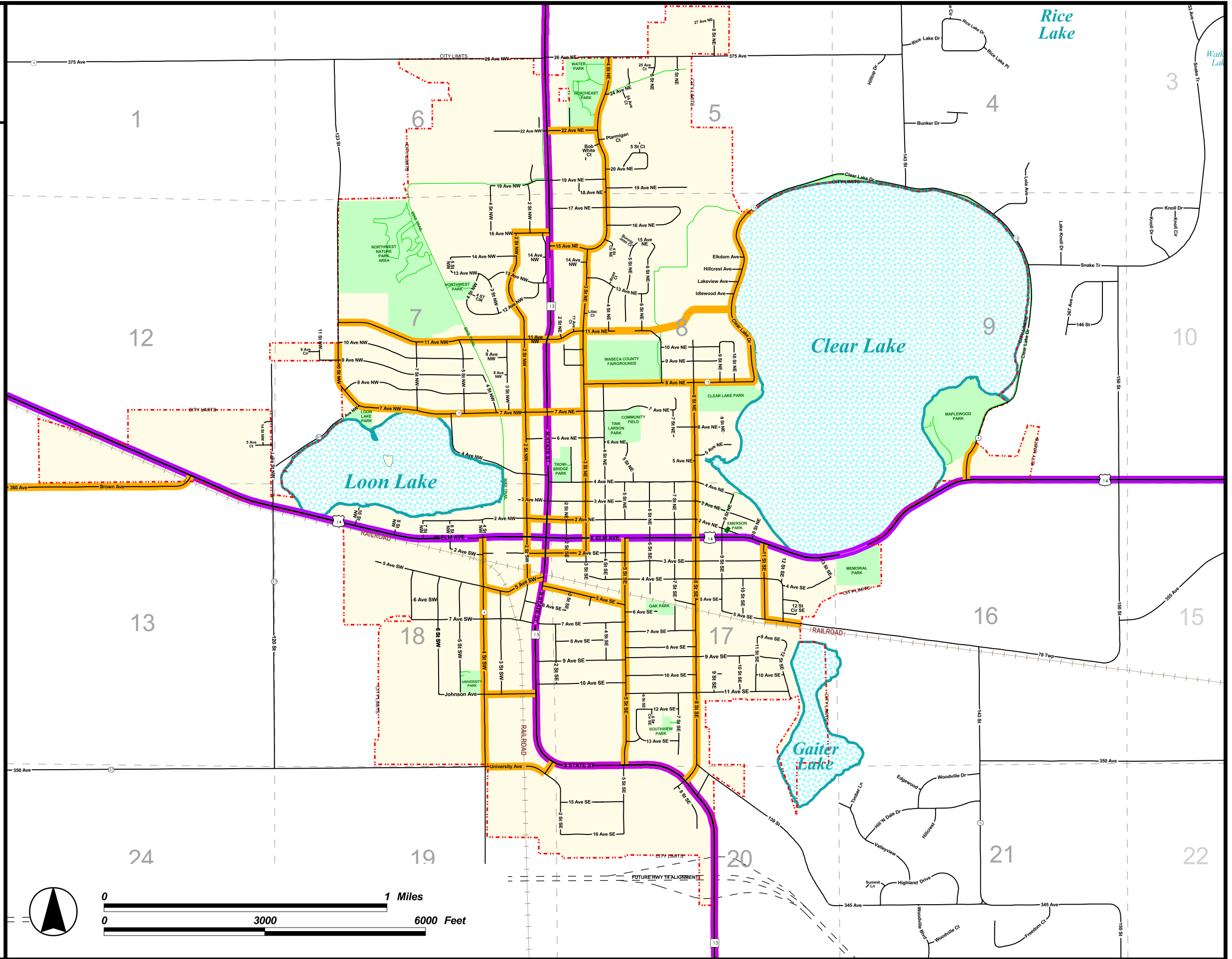
As a point of clarification, this equipment is used year round, but adapted for the snow and ice season.

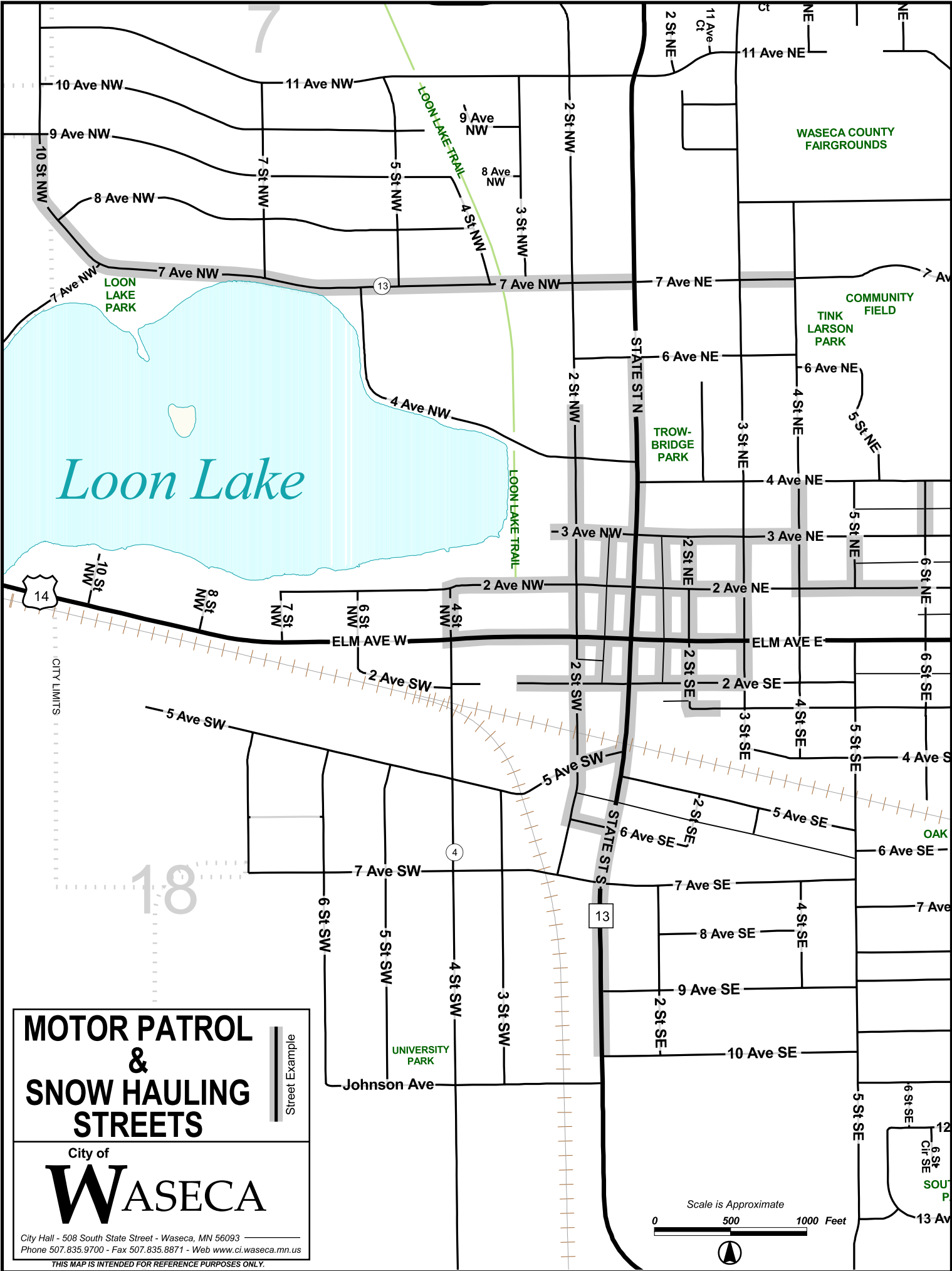
SNOW & ICE CONTROL POLICY

 Arterial Streets

 Non-Arterial Streets

 Arterial Streets that are initially plowed by MnDOT. City crews come back at a later time to remove snow, plow parking lanes, & 'tidy up'.





**MOTOR PATROL
&
SNOW HAULING
STREETS**

Street Example

City of
WASECA

City Hall - 508 South State Street - Waseca, MN 56093
Phone 507.835.9700 - Fax 507.835.8871 - Web www.ci.waseca.mn.us

THIS MAP IS INTENDED FOR REFERENCE PURPOSES ONLY.

Scale is Approximate
0 500 1000 Feet



City of
WASECA

City Hall - 508 South State Street - Waseca, MN 56093
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SIDEWALK SNOW REMOVAL

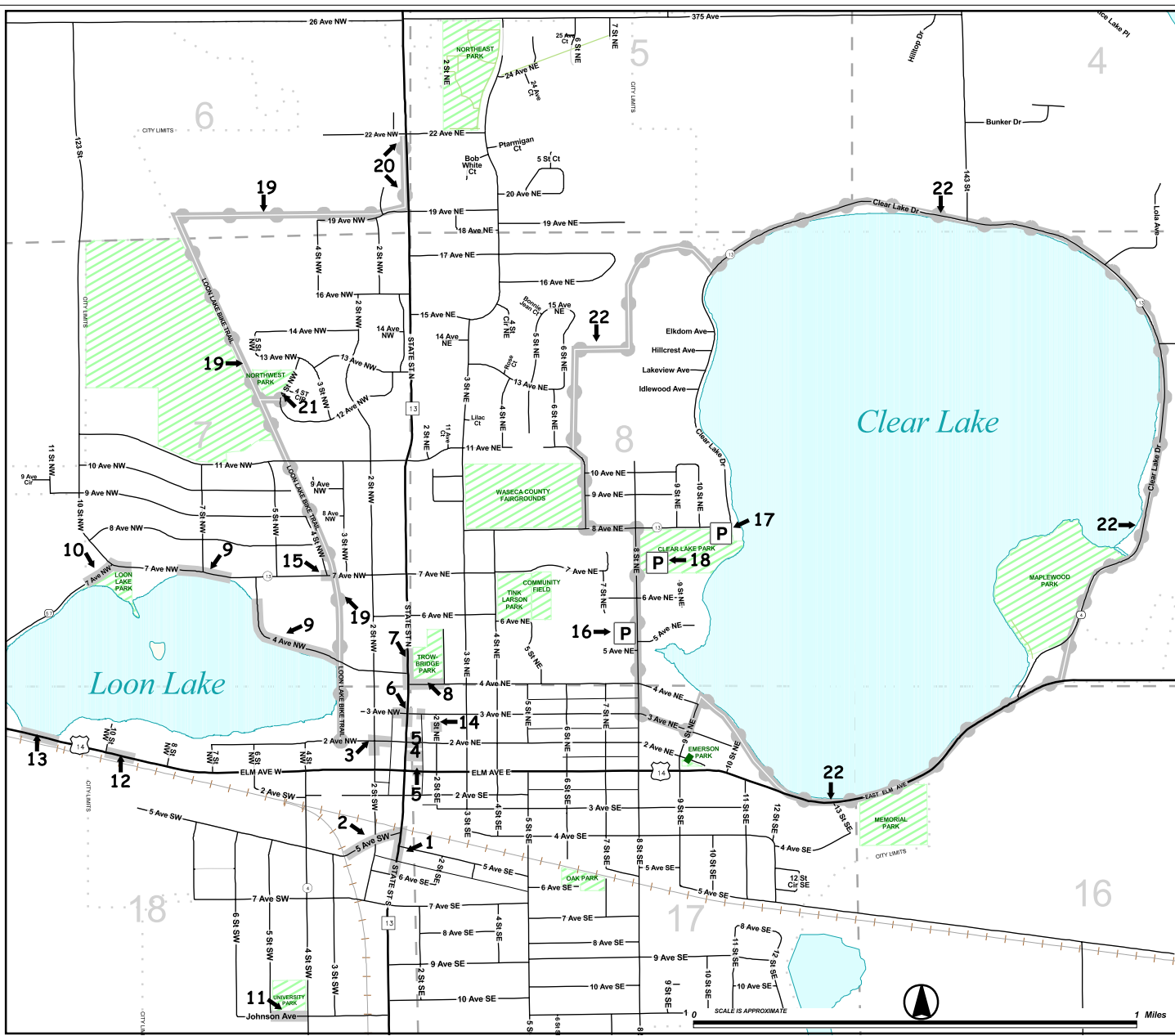
1. CITY HALL COMPLEX
2. CITY GARAGE COMPLEX
3. EAGLES PARKING LOT
4. WALKWAY
5. ALLEY WALKS (BTWAY, 4-SEASON, KATIES, KOWO)
6. GALLAGER MARKET
7. LIBRARY
8. TROWBRIDGE PARK
9. 4th AND 7th AVENUE
10. LOON LAKE PARK
11. UNIVERSITY PARK
12. LOON LAKE DIVERSION
13. LOON LAKE HIGHWAY
14. 2nd STREET NE PARKING LOT
15. 7th AVENUE NW TRAIL WALK

PARKING LOT SNOW REMOVAL

- P**
16. HARTLEY HOCKEY RINK
 17. CLEAR LAKE PARK MAIN LOT
 18. CLEAR LAKE PARK SOFTBALL LOT

BIKE TRAIL SNOW REMOVAL

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19. 2nd AVENUE NW TO HIGH SCHOOL
 20. WALMART TRAIL
 21. NORTHWEST PARK
 22. CLEAR LAKE BIKE TRAIL



THIS MAP IS INTENDED FOR REFERENCE PURPOSES ONLY. MAP CREATED 10/07.