

**VILLAGE OF HOWARDS GROVE
SNOW REMOVAL POLICY AND PROCEDURE INFORMATION**

INTRODUCTION:

Due to the nature of Wisconsin's storms caused by varying conditions such as rate and accumulation of snow fall, water content, temperature, time of day or night, wind direction and velocity, and length of storm, all contribute to the severity of the winter storm.

Because no two are generally alike, different methods and policies are required for each snow/ice removal operation.

In view of the above, licensed drivers operating a vehicle during a Wisconsin winter are likewise expected to adjust their driving habits in accordance with changing weather and road conditions.

PLOWING POLICIES AND LEVEL OF SERVICE

In conjunction with the Wisconsin Department of Transportation, "Wisconsin Plowing and Ice Control Guide", the streets within the Village of Howards Grove are classified as follows:

Class I Interstate: Over 5,000 vehicles per day
(None within Howards Grove)

Class II State Highways: 1,000 to 5,000 vehicles per day
State Hwy. 32 (S. & N. Wisconsin, Madison Ave.)
State Hwy. 42 (N. Wisconsin, Madison Ave.)

Class III County Highways: Under 1,000 vehicles per day
County A. (College Ave.)
County JJ (Millersville Ave.)
Collector Streets (Whittier, So. Lincoln, Stonebridge,
Audubon, Frost, Oriole, Roosevelt, Kennedy,
Tyler, N. River Parkway)

Class IV Residential: All other streets

- A. It is the policy of the Village Board that all Class II and III streets be passable during normal work hours while the storm is continuing.
- B. That all class II, III, IV streets be open to travel (two lanes) within 24 hours after the storm.
- C. That Village streets be plowed curb to curb and begin to show bare pavement within 36 hours after the storm. Residential streets will be plowed, but may remain snow covered for a longer time period.

PERSONNEL

Coordination and removal of snow and ice are the responsibility of the Public Works Department. Other operations become secondary to snow removal during and immediately after a winter storm.

Sheboygan County Highway Department and outside contractors have and will be contracted to supplement Public Works personnel during and after a severe winter storm when necessary. Most often this will occur when snowfall exceeds 6" to 8" with blowing and drifting conditions or other circumstances warrant their use.

Employees will be assigned 10 to 12 hour shifts until sufficient snow removal has been accomplished to allow 8 hour shifts to be resumed.

WEATHER FORECASTING AND PLOWING INFORMATION

1. Local radio, Milwaukee and Green Bay weather bureau radio and television stations will be monitored for storm tracking and work preparation.
2. Snowfall accumulations of up to 2 " (depending on weather) are generally not plowed or handled by intermittent spot plowing and/or salting.
3. Snowplowing operations do not begin unless snowfall measures more than 2 " and snow is falling and/or weather forecasts call for additional accumulation and drifting conditions exist or are expected.
4. Snowplow operators are instructed to plow the street as close to the curb as possible with a minimum of passes without damaging property within the street right-of-way. Village street right-of-way is generally 10' to 12' behind the curb or 30' to 35' from the street centerline where no curb exists. Lawn damage will be repaired as time allows each spring.
5. All mailboxes placed within the street right of way are done so at the owner's risk of damage. Mail boxes placed within the right of way are expected to be built to withstand snowplowing operations within the State of Wisconsin including substantial post, platform and box. Mailboxes are most often damaged by the force of the moving snow and not by direct contact with the plow truck or equipment. Mailboxes showing damage by direct contact with Village equipment operations will be replaced to the extent of a wood post and conventional box. Be advised that replacement of specially constructed, decorated, painted or modified mailboxes will be at owner's expense.

Mailbox structures when built properly should allow the plow to pass beneath the box platform. Removal of snow and ice at box locations is the responsibility of the mailbox owner. Compacted snow and ice in front of boxes do not allow sufficient space below the platform causing the plow blade to rise and strike the mailbox structure. In order to minimize mailbox damage the box shall not extend beyond the front face of the curb or closer than the edge of the roadway where no curb exists.

6. Plowing of gravel streets during spring thaw or fall may be delayed due to the lack of frost to support the plow equipment.

SIDEWALKS

The Village Board has, in the interest of public safety, installed sidewalks along the major traffic thoroughfares within the Village for the benefit of all village residents. Winter conditions add additional responsibilities to property owners, sidewalk users, and motorists. Sidewalks are installed at village taxpayers expense and not assessed to the property owners. Village Ordinances require the property owner abutting the sidewalk to remove snow and ice within 24 hours after snowfall ceases.

Due to the nearly round the clock plowing operations by State, County and Village personnel, maintenance of sidewalks by residents is a difficult situation in areas adjacent to State & County highways, therefore, the Village Board has directed the Public Works Department to **assist** Village residents along State Highways 32 & 42, County Highways A & JJ with clearing of sidewalks on an “as needed” basis during normal work hours when time permits. Weekends are excluded.

Since this is a cooperative effort, the property owners and resident’s assistance is imperative for clean and safe sidewalks for all concerned. This does not excuse the property owner from his responsibility to remove the snow and ice within 24 hours should the Village not be able to assist within that time frame.

In those locations where snow storage is limited or non-existent, Public Works Department personnel and equipment will be used to load and remove snow to a disposal site.

STREETS AND PRIVATE DRIVES AND VEHICLES

State statutes, as well as village ordinances, do not allow any person to push, shove or in anyway deposit snow or ice onto any public street, alley, sidewalk or public land under penalty of forfeiture. Snow should be relocated to a safe and responsible location.

Village personnel are instructed not to plow any private roads or drives and will at no time be responsible for snow deposited into private drives. Due to insurance restrictions, pulling or pushing of stuck or stalled private vehicles is not permitted by village personnel and/or equipment.

By ordinance, there is to be “no parking” on any village street from December 1st through April 1st during the hours of 2 a.m. to 7 a.m. Vehicles in violation of this ordinance will be ticketed.

COMPLAINTS

Complaints regarding snow or ice removal operations should be directed to the Public Works Supervisor or Village Clerk-Treasurer during normal work hours, 7:00 a.m. to 3:30 p.m. Monday through Friday. The Public Works Supervisor will review the location and nature of the complaint and make an appropriate response.

EQUIPMENT

The Village currently owns and operates:

- 3 - six yard dump trucks equipped with plow, wing, salter and radio
- 1 - loader, backhoe
- 1 - 20 Hp tractor with 48” blower (for sidewalks)
- 1 – 46 Hp skid loader w/blower

It is the intent of the Village Board and Public Works Department to utilize as much of the equipment as necessary. However, it is impractical to assume all equipment will be in operation at the same time. Provisions must be made for equipment and personnel downtime.