

City of Royalton Snow Removal Policy

I. Purpose and need for Policy

The City of Royalton 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 primarily use City personnel and equipment, but on occasion may use contractors for snow removal.

II. Commencement of operations

The Public Works Department will decide when to begin snow or ice control operations. The Police Department will assist the Public Works Department in monitoring street conditions and will notify the Public Works Department of snow and ice conditions needing attention. The main criteria for that decision are:

- a. Snow accumulation of two (2) inches or more
- b. Drifting of snow that causes problems for travel
- c. Icy conditions which seriously affect travel
- d. Time of snowfall in relationship to heavy use of streets

Snow and ice control operations are expensive and involve the use of limited personnel and equipment. Consequently snowplowing operations will not generally be conducted for snowfall of less than two (2) inches. The start of snow and ice removal operations from any storm is dependent upon immediate and anticipated conditions.

III. Method of Plowing Snow

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 the left to the right. The discharge shall go onto the boulevard area of the street.

IV. Snow Removal

The Public Works Department will determine when snow will be removed by truck from the snow removal areas. Such snow removal will occur in areas where accumulated piles of snow create a hazardous condition. Snow removal operations will not commence until other snow plowing operations have been completed. Snow removal operations may also be delayed depending on weather conditions, personnel and budget availability. From time to time, the City may blow snow off the street further onto the City right-of-way. Property owners will not be notified when this occurs. The snow will be removed and hauled to a snow storage area. The snow storage area will be located so as to minimize environmental problems.

V. Plowing Priorities

The City has prioritized city streets based on street functions, traffic volume, and importance to the general welfare of the community. Streets classified as "First Priority Routes" will be plowed first. These are high volume streets that connect major sections of the city and provide access for emergency fire, public safety and medical services. The downtown business areas not covered by the county and related alleys and parking lots, including the City Center building are considered "First Priority Routes."

The secondary priority streets are those streets providing access to schools, commercial businesses, and other city owned properties. The third priority streets are low volume residential streets. The fourth priority areas are residential alleys.

VI. 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, but are not limited to: severe cold, significant winds, limited visibility, and rapid accumulation of snow and or ice. Also, at any time the Public Works Department may determine that dropping temperatures, decreasing visibility and or the rate of snow/ice accumulations make control operations unsafe or ineffective. Generally, operations shall continue until all roads are passable. Widening and clean-up operations may continue immediately or on the following working day depending upon conditions and circumstances. When possible, the City will provide access for emergency service vehicles during a major snow or ice storm.

VII. Parking Restrictions

When snow has accumulated to a depth of 2 inches or has been deemed plow-able by the Public Works Department, all vehicles including trailers parked and/or standing on city streets and alleys in the City of Royalton shall be towed to an impound lot at owners expense. This shall not include parking lots, back yard parking, or private driveways. Please refer to Ordinance #3 concerning parking.

VIII. Use of Sand, Salt and Other Chemicals

The City will use sand, salt and other chemicals when hazardous ice is found in the public right-of-way, or slippery conditions are discovered around intersections, near stop signs, and other isolated areas affecting public safety. This treatment is intended to provide for traction but is not intended to provide bare pavement during winter conditions. The City of Royalton will not sand entire streets.

IX. Equipment

The City shall acquire, maintain, repair, and replace equipment on a timely basis, as the City's established budgets shall allow. To provide for the utilization of equipment in a cost-effective manner, the City may use regular City trucks, motor grader, front-end loader, and blower for control of snow and ice. When heavy snow removal equipment owned by the City breaks down, the Public Works

Department may rent equipment. Also, the Public Works Department may rent equipment to haul snow away from designated areas. The Public Works Supervisor shall be notified of this decision immediately.

X. Damage to Personal Property

Only those inanimate materials that are installed properly and allowed by Royalton Ordinance to be adjacent to streets and are damaged by actual contact with City equipment will be considered for repair or replacement at City expense. Damage to sod only on City-owned right-of-way that is removed as the result of plowing activities will be replaced at City expense. Top-dressing and seeding the following spring will repair the sod. Residents are requested to assist by watering the areas that are repaired. The City will not be responsible for damage to grass caused by the salt/sand mixture and therefore will not make repairs or compensate residents for salt damage to turf areas in the City right-of-way.

Damage to personal vehicles will be considered only if the vehicles(s) are legally parked and only if physically contacted by equipment.

While the installation of mailboxes on City owned right-of-way is permitted, the mailbox owner assumes all risk of damage except where a mailbox is damaged through contact by a snow removal vehicle, the City, at its option, will repair or replace at a cost not to exceed \$20.00. If a mailbox is damaged due to indirect contact, including the force of snow generated by the snow removal vehicle, the City assumes no responsibility. City snowplow operators make every effort to remove snow as close to the curb line as practical and to provide access to mailboxes for the Post Office. However, it is realistic to expect mailbox damage given the size and type of equipment the City operates, and the large volume of snow that could be pushed off the streets. Final cleaning adjacent to mailboxes is the responsibility of each resident.

The City will assume no responsibility for damage to underground lawn sprinkling systems, exterior lighting systems, and similar landscaping installed in City owned right-of-way.

Except as otherwise provided in any license or franchise agreement, the City will only be responsible for damage to utility pedestals and transformers within the right-of-way, resulting from direct contact by City snow and ice removal equipment. City liability shall be limited to actual costs to repair the damages as documented by invoices submitted to the City by the utility company.

XI. Driveways

One of the most frequent and most irritable problems in removal of snow from public streets is the snow deposited in driveways during plowing operations. Snow being accumulated on the plow blade has no place to go but in the driveway. The drivers make every attempt to minimize the amount of snow deposited in driveways, but the amount can still be significant. Based on staffing levels, City personnel do not provide driveway cleaning. Also, from time to time, the City may widen or scrape streets causing compacted snow chunks to accumulate in driveways. Property owners will not be notified when this occurs.

It is important for residents to understand that the City will first make all streets passable. Contractors who remove snow need to give the City an opportunity to finish with snow plow operations first, before commencing with driveway clearing. The City will not reimburse property owners for any driveway clearing expenses.

XII. Personal Property Snow Removal

All property owners need to use common sense when removing snow from their driveway and/or sidewalks. It is against this policy to pile or blow snow into the street, or to cause any traffic related hazards.

XIII. Fire Hydrants

All fire hydrants and the area around them shall be cleared by the City. Some homeowners may choose to clear out the fire hydrant area before the City can tend to them.

XIV. Complaints

Complaints regarding snow and ice removal or damage shall be taken during normal working hours and handled in accordance with the City's complaint procedures. Complaints involving access to property or problems requiring immediate attention shall be handled on a priority basis. It should be understood that complaint responses are to ensure that the provisions of this policy have been fulfilled and that all residents of the City have been treated uniformly. It is the City's intention to log all complaints and upgrade this policy as necessary in consideration of the constraints of the City's resources.

XV. Savings Clause

This policy is a guide for City staff and residents of the community. The Public Works Department and the Public Safety Department may deviate from this policy if they feel the best interest of the City will be served while considering unusual circumstances or emergency situations.

Whereupon said policy was adopted by the City Council of the City of Royalton, on November 1, 2011.

Mayor Andrea Lauer

Clerk/ Treasurer Carol Madsen