CITY OF LANESBORO SNOWPLOWING POLICY September 1996
Amended: February 2, 2015

1. Introduction

The City of Lanesboro 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 private contractors from time to time.

2. When will city start snow or ice control operations?

The Street Superintendent will decide when to begin snow or ice control operations. The criteria for that decision are:

A. Indeterminate Snow accumulation;
B. Drifting of snow that causes problems for travel;
C. Icy conditions which seriously affect travel;
D. Time of snowfall in relation to heavy use of streets.

The City will institute a No Parking zone in the Downtown area. This area will be marked No Parking from 2 a.m. to 7 a.m. from November 1st to April 1st of each year. The purpose of this zone is to allow Street Department personnel to clear the area prior to the usual heavy traffic. Violators of this policy face the potential of being ticketed and/or towed.

3. 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 than be pushed from left to right. The discharge shall go onto the boulevard area of the street. When a plow goes on a bridge, the driver shall slow down so that the snow does not go over the bridge if possible. In times of extreme snowfall, streets will not always be cleared of snow immediately.

4. Snow removal

The Street Superintendent will determine when snow will be removed by truck or pushed from the area. 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 will not commence until other snowplowing operations have been completed. Snow removal operations may also be delayed depending on weather conditions, personnel and budget availability. The snow will be removed and hauled to a snow storage area.

5. 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. Those streets classified as "Snow Plow Routes" 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.

The second priority streets are those streets providing access to schools and commercial businesses. The third priority streets are low volume residential streets. The fourth priority areas are alleys and city parking lots.

6. Work schedule for snowplow operators

Snowplow operators will be expected to work eight hour shifts. In severe snow emergencies, operators sometimes have to work in excess of 8 hour shifts. However, because of budget and safety concerns, no operator shall work more than a 12 hour shift in any 24 hour period. Operators will take a 15 minute break every 2 hours with a 1/2 hour meal break after 4 hours.

7. 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; severe cold, significant winds and limited visibility.

8. Use of sand, salt and other chemicals

The City will use sand, salt and other chemicals when there are hazardous ice or slippery conditions. The City is concerned about the effect of such chemicals on the environment and will limit its use for that reason,

9. Sidewalks

The City will maintain some of the sidewalks in the city, especially on Parkway Ave. from the Sons of Norway building to the school, as there is are a limited number of personnel available, the city will maintain these sidewalks after the streets have been plowed. Residents are reminded that according to Section 620:05 of the Lanesboro City Ordinance, snow and ice must be cleared from all sidewalks within 12 hours. The Street Superintendent will direct the removal of snow from these sidewalks and the home owner will be billed or assessed for the clean-up. Independent contractors may be hired by the city to clean these sidewalks instead of city employees.

10. Flexibility

The City reserves the right to modify the programs and procedures listed in this policy at any time and for any reason deemed necessary. Weather conditions, snow and ice amounts, equipment breakdowns all can affect the methods used to clear the streets.

HEAVY SNOWFALL REMOVAL PLAN

In the event the City of Lanesboro receives heavy snowfall, the accompanying plan will be initiated. For

purpose of definition, a heavy snowfall will be defined as a predicted or actual accumulation of 18 inches or more in 36 hours, or 24 inches or more in 48 hours.

This plan's success will be based upon effective use of personnel from throughout the city. Many employees involved in this plan will not typically be involved in snow removal operations. As a result, annual training and orientation will be conducted in the late fall and early snow season.

This plan elicits the use of all city equipment capable of being effective in the movement of a heavy snowfall. In addition to identifying personnel for the operation of each piece of equipment, this plan assumes that personnel from the various city buildings will perform their own shoveling and sanding.

Procedures:

1. The Street Superintendent, through consultation with the City Administrator, will determine when the "Heavy Snowfall Removal Plan" is to be implemented.

2. Upon implementation, personnel affected will be notified.

3. The initial emphasis shall be in opening major streets and arteries for traffic. Once, in the judgment of the Street Superintendent, the snow removal has caught up to the point where street department personnel can manage the plowing, other employees will be released.

4. Police Department personnel will ensure that the downtown no parking area is cleared of all vehicles prior to the end of their shift.

Equipment Operation:

1. Equipment operators shall diligently monitor the following while operating equipment:

   A. Oil Pressure
   B. Temperature
   C. Fuel, refilling once they reach 1/2 full.

2. Due to personnel constraints the city recognizes that equipment operators will generally work alone. They shall maintain radio contact and periodic checks must be made by the Street Superintendent to ensure that the operators are alert.

3. Operators shall routinely stop to clear windows, windshield, headlights, strobes, brake lights, and turn signals

4. Operators shall have appropriate cold weather clothing with them.

5. Operators must be familiar with the equipment prior to beginning work.

LANESBORO SNOW REMOVAL PLAN

The standard for clearing city streets, during a normal snow fall are: Group 1 (2 1/2 hours). Group 2 (4 hours) and Group 3 should be completed by noon the following day. These standards may change and once again are subject to the severity of snow and ice. Listed below are the streets and areas to be plowed by Street Dept. in level of priority:

GROUP 1

1. Coffee Street (W) open fire hall, city shop
2. Downtown, CSAH 8/Coffee Street parking areas
3. Hillcrest, Kenilworth (N), Elmwood (E) and Ridgeview
4. Auburn Ave. (S) and Circle Drive
5. Pleasant Street to Bus garage
6. Kirkwood

GROUP 2

7. Brooklyn and Little Norway areas
8. Sylvan Park area
9. Remainder of Hill area including alleys
10. Complete street clearing
11. Downtown alleys and areas not cleared prior

GROUP 3

12. Push corners back for visibility in residential areas

Listed below are the streets and areas to be plowed by Park Dept. in level of priority:

1. Community Hall entrances
2. Parkway Ave sidewalk
3. Area around the Depot
4. Fire Hall
5. Front of City Street Shop
6. Museum
7. Walk-bridge and trail to Bass Pond

By order of the City Council this policy is hereby adopted on the 2nd day of February, 2015.

Robin Krom, Mayor

David Todd, City Administrator