

Subject: Snow Plowing and Ice Control Policy	Approved By: City Council
Resolution Number: 2019-24	Effective Date: 04/10/2019
Resolution Number: 2022-18 Update	Effective Date: 02/09/2022
Resolution Number: 2023-06 Update	Effective Date: 01/11/2023

PURPOSE:

The purpose of this policy is to outline procedures related to Snow Plowing and Ice Control in the City of Garnavillo.

SCOPE:

This policy is applicable to all residents within the City of Garnavillo.

POLICY:

The City of Garnavillo will provide snow and ice control in a safe and cost-effective manner, weighting environmental impact, safety, budget, equipment, availability of deicing materials, and personnel concerns. A reasonable level of service for clearance of snow or ice of the street system during the winter months is necessary for routine travel and emergency services.

This Policy supersedes any and all previously written or unwritten policies of the City regarding snow and ice removal.

The Public Works Superintendent will review this policy periodically and will make recommendations as needed to the City Council and City Administrator.

When Snow or Ice Control Operations Begin

The Public Works Superintendent, City Administrator or Mayor will decide when to begin snow or ice control operations based on the following criteria:

- Icy conditions
- Snow will be removed when:
 - Accumulations of two (2) inches of snow; the Emergency Routes only will be plowed.
 - Accumulations reach three (3) inches or more; the entire city will be plowed.

- Public Works will clean up and plow appropriate accumulations during normal business hours. Public Works will not work over time unless there is an accumulation of more than 2 inches of snow.
- When blowing and drifting of snow seriously affects traffic

Anytime snowfall is expected to reach or exceed three (3) inches the city will issue a Snow Emergency. This requires all vehicles to be removed from designated Emergency Snow Routes. (see Exhibit A)

Snow Emergency notices will be posted/run on the City's website, Facebook page and TV Channels KCRG and KWWL. The City of Garnavillo will declare a 2-day snow emergency to ensure the city streets are sufficiently cleaned. During the snow emergency cars are to park on the even side of the street on the even calendar day and the odd side of the street on the odd calendar day, unless otherwise stated. On streets where parking is prohibited on one side of the street, the City will allow parking on the prohibited side during a snow emergency only. Streets where parking is prohibited on both sides will remain in effect during a snow emergency.

Failure to remove vehicles from the Emergency Snow Routes while under a Snow Route Parking Emergency may result in a parking ticket being issued or the vehicle may be towed.

Alleys/Private Streets

It is the City of Garnavillo's current policy that alleys and private streets are the property owner's responsibility for any snow removal activities.

Sidewalks

It is the responsibility of the abutting property owners to remove snow, ice and accumulations promptly from sidewalks. If a property owner does not remove snow, ice or accumulations within a reasonable time, the City may do so and assess the costs against the property owner for collection in the same manner as a property tax. (*City of Garnavillo Code of Ordinances 2014, 136.03*)

Snow placed on sidewalks by City plows is the property owner's responsibility for removal. Snow from a sidewalk may not be placed on or pushed across a City Street.

The City will provide snow and ice control on those sidewalks adjacent to City property.

Main Street Commercial District properties are responsible for the step adjacent to their property therefore responsible for the removal of snow and ice.

Streets

The City will only clean snow within the confines of curb line to curb line of a street.

Snow placed in driveways by City plows is the property owner's responsibility for removal. Snow from a private driveway may not be placed on or pushed across a City Street

The property owner is responsible for any other snow cleaning around mailboxes and to assure the mailbox is properly installed behind the curb line and able to withstand snow clearing efforts by the City.

The property owner is responsible for removal of snow around fire hydrants located in the right-of-way adjacent to their property.

Plow Damage

During a snow event it is very difficult, at times, for plow operators to judge where curbs and other obstacles are located. In the event that damage occurs to your yard due to plowing operations the City will repairs sod damage in a timely manner in the spring.

Mailboxes must be installed in such a manner as to provide access by Post Office personnel or other parcel carriers and to allow for Public Works equipment to maintain the streets. Mailboxes and posts should be constructed securely enough to withstand snow rolling off a plow or wing. Any posts that are rotten or too weak to withstand winter weather will not be the responsibility of the City. The City will bear the cost of the repair of a damaged mailbox only if it is a result of City equipment actually hitting the mailbox and not from the weight of the snow. The city will install a replacement mailbox and post which shall be a standard size non-decorative type or the mailbox owner will be reimbursed up to \$75.00 toward the cost of a replacement mailbox and post. The City will make temporary repairs to mailboxes for mail delivery if City plows actually hit a mailbox. When weather and time permit, the Public Works Department will complete the repairs.

The City will assume no responsibility for damage to underground irrigation systems, private lighting systems, trees, shrubs, specialty grasses, rocks, fences or similar landscaping installed in City controlled right-of-way, parking or street during snow plowing or ice control. Those containers are the responsibility of the home owner/tenant.

How snow will be plowed

Snow will be plowed in a manner so as to minimize any traffic obstructions. Generally, the center of the roadway will be plowed first and the snow shall then be pushed from left to right. The discharge shall go onto the boulevard or parking area of the street. In times of extreme snowfall, the process of clearing the streets of snow may be delayed, and it may not be reasonably possible to completely clear the streets of snow.

Generally, operations shall continue until all roads are passable. Widening and cleanup operations may continue immediately or on the following working day depending upon conditions and circumstances. Due to safety concerns for the plow operators and the public, operations will be terminated after 10-12 hours to allow personnel adequate time for rest.

Cul-de-sacs will be plowed with one pass along the curb to provide an outlet for the driveways, with snow being piled in the middle of the cul-de-sac. Crews will clean up the cul-de-sac later that day or the following day as time permits.

The downtown area will be plowed from curb to curb with the snow pushed into piles where feasible.

Priorities and Schedule for how 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 “Emergency Snow Routes” will be plowed first, in addition to Emergency service parking lots.

- Emergency Snow Routes are high volume streets, which connect major sections of the City and provide access for emergency fire, police, emergency medical services, schools and industrial businesses. Exhibit A lists the “Emergency Snow Routes”.
- Second priority streets are low volume residential streets and remainder City-owned parking lots.
- Fourth priority areas are dead end streets, any alleys as designated by the City Council and cul-de-sacs.

Motorists and Safety Concerns

Observe all parking bans; this expedites snow removal efforts by City staff.

Remain off the road during snow storms unless absolutely necessary.

Do not allow children play at the edge of the street or to build snow forts near the street.

Reduce your speed and drive cautiously, remember driving on slick winter pavement is hazardous, even if they have been plowed.

Do not follow plows too closely. During their operation they occasionally have to stop and back up.

EXHIBIT A

EMERGENCY SNOW ROUTES-PRIORITY STREETS

W Centre Street	From Main Street (Hwy 52) to Corporate Limits
E Van Buren Street	From Main Street (Hwy 52) to Corporate Limits
W Oak Street	From Main Street (Hwy 52) to S Clayton Street
W Clayton Street	From W Oak Street intersection to S Lincoln Street
S Lincoln Street	From W Clayton Street to end of street (lagoons)
W Industrial Street	From Main Street (Hwy 52) to S Lincoln Street intersection

