

### WINTER MAINTENANCE POLICY

The Town of Holland has 45.9 miles of roads under its jurisdiction. The intent of this policy is to outline the Town’s responsibilities and procedures for winter road maintenance, snow plowing and salt/sand application. Snow and ice removal operations will be performed in a responsible and timely manner with all due consideration to the safety of the Town employees, Town residents and those using our roadways.

While the Town of Holland endeavors to maintain safe driving surfaces for vehicles properly equipped for winter driving conditions, it does not mean bare, dry pavement should be expected immediately after each snowfall or ice storm. Furthermore, this does not mean that the roads will be completely free of ice and snow. Motorists are expected to modify their driving practices in accordance with the road conditions.

Providing snow and ice control is an enormous task. It must be recognized that, although this policy sets general guidelines to be followed, each storm has its own character with variable conditions such as wind, extreme temperatures, timing, precipitation amounts/rates, duration and moisture content. This policy must remain flexible and take into consideration these variables. In addition, some hazards and obstacles faced by snowplow drivers are vehicles traveling too fast and close to the plow, parked cars, garbage cans and children sliding/building forts too close to the roads. No two storms are alike, yet the task remains the same – clearing roads safely and efficiently.

Snow Plowing Procedures		
Precipitation Type	Forecasted Snowfall	Plowing Procedure
Flurries	Trace to 1”	We will not plow. May salt, brine or sand intersections.
Snow	1” to 2”	Plows <u>may be</u> sent out to clear primary routes, depending on density. May sand, brine or salt intersections and/or hills.
Snow	2” to 6”	Plows will go out and clear all Town roads when the storm is completed or near completion.
Snow	over 6”	Based on the assessment of the storm, path and duration, plows may go out and clear primary roads before storm is finished in order to keep roads accessible. A second clearing of all roads will then take place within 24 hours (allowing for adequate rest for crew members).
Ice Storm		Based on the conditions (such as temperature and anticipated duration), brine or salt may be applied to primary roads and intersections.

General procedures

All snow and ice control operations are considered emergency in nature because public safety is involved. Generally, the greater the snow accumulation, the greater the problem and the more

complicated the operational response becomes to assure proper clearance of the roads. However, a snow plan based on snow depth alone would be too simplistic to be effective. For example, a rapid rate of snow accumulation can close roads before plows can get to them. High winds can quickly cause drifting and continued wind can make re-plowing of already cleared roads necessary. Heavy wet snow is hard for plows to push than light dry snow; therefore, the time it takes to complete an operation is lengthened. Timing and temperature can also complicate the operation. A moderate snowfall on warm pavements may melt quickly when de-icing material is applied. However, a comparable snowfall in inches during sub-zero weather may require plowing and several applications of de-icing material before satisfactory road conditions are achieved.

With recent environmental concerns regarding the usage of salt and a de-icing material, the Town is taking steps to lower the usage of salt during winter operations. The use of salt brine and upgrading our Town fleet is improving the levels of service and use of salt in a winter season.

Timing is critical. Weather forecasting is a very important element in this program. The readiness of the equipment, materials and personnel is most important to provide quick response to the emergency.

Plowing shall consist of moving the snow or ice to either side of the roadway. Under normal plowing efforts, snow and ice will be deposited on driveways during snow and ice removal operations. This will not be removed by the Town. Cul-de-sacs present a special problem for snow removal crews. Snow from driveways must be kept on their own land. No depositing snow on cul-de-sacs.

#### Plow routes

The goal is to keep all roads and major hills open during a snowfall and to prevent snow and ice from bonding to the pavement. The Town is divided into 3 (three) plow routes. Most routes take approximately 6-8 hours to plow in a typical snow fall. Upon completion of snow plowing operations, the supervisor will schedule a crew the following day to plow cul-de-sacs and clear islands of snow left behind from plowing around parked cars or other obstacles.

#### Cul-de-sacs procedure

The Town has 39 cul-de-sacs (2024 count), which can take from 10 to 15 minutes to clear each. It may be more efficient to plow one pass into/out of a cul-de-sac and continue clearing roads. It would be the intent to return within 24 hours to clear the entire cul-de-sac.

#### Placing Material in Road

It is unlawful for any person, firm or other agency, public or private, to throw, plow or otherwise discharge snow and/or ice from private property onto any roadway in the Town of Holland. State Statute 346.94(5).

#### Mailbox and items in the right-of-way

It is a privilege, not a right, for residents to have any object in a right-of-way, including mailboxes. The Town's plow drivers have been instructed to take extra care near mailboxes to avoid damaging them. If it is suspected that the plow blade has damaged a mailbox, the owner shall contact the Town Hall immediately so the Town can inspect the damaged mailbox and determine whether or not the damage was caused by snow removal operations. The Town of Holland or its designee may replace a mailbox, which is damaged as a result of being struck by a plow with a standard mailbox and standard post as determined by the Town. The Town shall not replace decorative mailboxes or posts of any kind. Should the investigation determine that

the Town equipment damaged a decorative mailbox, the property owner may replace at their own expense and may be reimbursed up to \$50. Mailboxes tipped, damaged, or knocked down by the mere weight of the snow or are determined to have been improperly installed, have deteriorated posts and mount material, or were not physically hit by the Town equipment will not be repaired or replaced by the Town of Holland or its designee.

Items installed or kept on any Town right-of-way may be subject to damage from snowplows. Subsequently, any item other than a mailbox will not be replaced or repaired by the Town when struck by a plow. Underground sprinklers will not be replaced or repaired. Homeowners may also be liable for damage to Town equipment that results from striking obstructions in the right-of-way.

#### Departure from Policy

The Town recognizes that conditions may be so unusual or unexpected that a departure from the above general policies should be authorized. Therefore, when conditions warrant, the Crew Supervisor in consultation with the Town Chair, or his/her designated representative, may order a departure from these general rules when conditions require such action. In addition, this policy may be affected as a result of acts of God, equipment breakdown, weather conditions, inadequacy of equipment, state or federal regulations, shortage of personnel and any other unforeseen, uncontrolled or unanticipated acts.

All of these factors need to be considered when formulating plans for each and every snow and ice control operation, and again when evaluating the effectiveness of a specific operation and the effect any operation may have on minimizing a storm's impact on the community.,

Adopted: \_\_\_\_\_ Board Meeting