

# TOWN OF IXONIA

## WINTER ROAD MAINTENANCE POLICY

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Snow and Ice Control

**11/11/2024**

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## INTRODUCTION

The Town of Ixonia roads are subject to freezing rain, ice, snow, and snow drifting any time during fall, winter, and spring months. Normally winter storms can be expected during the months of November through April. The responsibility for keeping vehicular traffic moving on Ixonia's nearly 72 miles of roads and streets during and following snow and ice storms lies with the Township's Public Works Superintendent under the direction of the Town Chairperson and Supervisors.

The following policy and plan of operations for winter road maintenance has been adopted by the Town Board.

## SNOW AND ICE CONTROL

The Township is responsible for the maintenance of approximately 72 miles of roads. All of those miles are classified into first priority plowing and sanding roads and streets.

By S81.15 the Township has three (3) weeks to remove natural snow and ice accumulation. The Town's goal is to provide a level of service that is environmentally sound and cost effective. To accomplish this the Town will use anti-icing and de-icing operations. maintain the roads in as good winter driving conditions as weather, equipment, and budgets allow.

Planning and preparing for snow and ice operations is difficult due to the uniqueness of each storm. No two storms are ever identical. The interrelationship of factors such as rate of snowfall, moisture content, accumulation, temperature, time of day, and wind velocity determines the uniqueness of each storm. The Town operations must be flexible enough to combat the unique aspect of each storm.

The amount of snow accumulation and time of day at which the storm occurs has a significant affect. High wind condition may cause roads to quickly fill in again with drifted snow. The temperature at the time of the storm will also affect conditions. Snow falling on warm pavement will clear off more easily. However, a moderate storm, coupled with a prolonged sub-freezing period will greatly increase the removal effort. Light, dry snows handle more easily than heavy wet snow.

During snow and ice storms the Town's D.P.W. will respond to emergency conditions to the extent practicable. The Town will not respond to unverified emergency request direct from the public. The request must come from the appropriate emergency agency (i.e. fire, police, etc.). The Township road crews will not plow or sand on private property. The Township will not take any responsibility for removal of snow that is plowed into private driveways from the road clearing operation. Driveway maintenance is the property owner's responsibility.

## ROAD AND STREET SNOW REMOVAL

When to plow roads and/or apply chemicals is not always straightforward and requires considerable judgement from those responsible. The Public Works Superintendent will ultimately be responsible for when roads are to be treated.

The high priority roads are North Road, Ski Slide Road, Gopher Hill Road, Rockvale Road, Hustisford Road, and Wisconsin Avenue.

Upon arriving to work employees will be directed by the Public Works Superintendent on what type of action will be taken place to achieve the Towns goals of maintaining safe driving on roadways.

The following is a list of guidelines used by the Town D.P.W during a storm event:

1. If snow occurs during the night, the goal is to have one pass over all town roads prior to 7am.
2. Treatment of road can and will occur at anytime of day or night during an ice storm.
3. Typically, during a snow storm the goal of the D.P.W. is to be off the roads by 8pm. and start again at or after 4am.
4. Main roads will be treated first and for the entire length, unless specified by the Superintendent. Secondary roads will be treated next and at their intersections, hills, curves and spot treated on straightaways.
5. Trucks have been calibrated and operators are required to use preset settings unless otherwise specified by the superintendent.
6. Plowing/treatment operations will continue as crews are available and until roads are deemed safe for motorists and pedestrians.
7. Plow operators are not to work a longer shift than 16 hours without a 7-hour break.
8. Staff realizes that plowing is four times more effective than chemical usage alone to remove snow from the roadways and it will be utilized whenever conditions warrant.
9. All accidents, injuries and or property damage must be reported to the Public Works Superintendent immediately.
10. Salt/sand applications rates shall not exceed 350 pounds per lane mile.

The Town has also established an emergency snow removal policy ordinance.

## SNOW CLEANUP AND HAULING

After accumulating snowfall, as soon as roads have been cleared, operators will begin the storm clean up. Storm clean up and snow hauling will be completed as quickly as possible depending on the amount of snow accumulated it could last several days.

List of guidelines used for storm cleanup:

1. Intersections and turn lanes are to be cleaned first
2. All snow will be pushed back several feet from the edge of pavement to make room for the next snow fall when needed. Roads with curb and gutter will be plowed to curb.
3. Cul-de-sacs will be cleaned of snow to designated snow areas. Snow will be hauled out when deemed necessary by the Public Works Superintendent. When staff are available in order to limit the amount of overtime.
4. Following several successive snowfalls there may be other areas of the town that require snow hauling. The Superintendent can direct snow hauling from areas as deemed necessary. Snow will be hauled to the Town Highway Yard, Transfer Site, Kaul Park and Ski Slide Rd.

#### EMERGENCIES

During a storm, staff can be called out to provide emergency responses in addition to snow and ice control. Calls from the Jefferson County Sherrif or Fire Department are to be forwarded by dispatch to the Public Works Superintendent for immediate response to open pathway for emergency vehicles on roadways that have not been cleared.

#### CIRCUMSTANCES OR EXCEPTIONS OF THIS POLICY

This policy will be adjusted to meet specific storm circumstances. Listed below are several special conditions:

Plowing of snow will be limited in storms early in the fall and late spring on gravel surface roads, due to the lack of frost to support the snow plows. Plowing gravel off the road creates a hazard as well as very expensive to the taxpayer. Plowing may be limited on paved roads during spring break up. Operation may be reduced due to equipment breakdown.

The Chairperson has the authority to suspend snow and ice control operations. This may be done in severe storm conditions when there is danger to operators or it is not practical or cost effective to continue.

#### WHERE AND WHO TO CALL FOR INFORMATION AND COMPLAINTS

Information about road conditions and operations can be obtained from the Ixonia Town Hall at 920-261-1588 during regular office hours

Complaints should be directed to the Public Works Superintendent. These will be investigated and discussed with the Town Board. A final conclusion on complaints rests with the Town Board.

The Town Board, Public Works Superintendent, employees, will not deal with rude or belligerent complaints.

#### APPENDIX A

Mailboxes:

Operators are instructed to be very cautious near mailboxes. In most cases a properly installed mailbox will permit a snow plow to clear snow under it. Most cases of damaged mailboxes are caused by heavy snow hitting the box. The mailboxes are not usually hit by the plow.

The Town assumes no liability for mailbox damage or losses.

#### APPENDIX B

Blocked driveways from snowplows:

The Town does not have any obligation nor are able to clean the snow out of private driveways.

Considering the large number of driveways in the Township, it would be too costly and not practical to use our personnel and equipment to clean driveways.

Things you should consider about your snow removal from your driveway:

Standing in your driveway facing the road shovel all your snow to your right at the driveway entrance, thus snowplow will take the snow down the road.

If possible, don't plow your driveway until the snow plow has gone by. State Statute prohibits plowing any snow from driveways on the town road. You are liable for fines and damages. If you hire someone to plow your driveway, be sure they know about this policy.

#### APPENDIX C

Overtime policy:

The determination of when to use overtime in the removal of snow or ice shall be made by one of the following Public Works Superintendent or Chairperson.

The need for overtime shall be established from the severity of a storm or emergency condition.

#### APPENDEX D

Garbage Cans:

Garbage cans are not to be placed in roadway. They are to be placed on the backside of the curb or in the driveway off the road surface of the respective residence. As it would take considerably more time to plow around garbage cans and then come back and plow

again where the garbage cans were. Garbage Cans placed in the roadway may be removed by the plow in a respectful manner when safe to do so.

This Winter Road Maintenance Policy shall be deemed to be in force and after its passage and approval.

This Winter Road Maintenance was adopted at a regular meeting of the Town Board of the Town of Ixonia on 11/11/2024.