

SNOW CONTROL OPERATIONS

PUBLIC WORKS TEAM STREET MAINTENANCE DIVISION

SNOW CONTROL OPERATIONS

Standard Operating Procedures for Snow Removal Operations.

1. Plowing operations will be initiated when snow depth on streets reaches a maximum 2 inches if continuing storms are predicted. The decision on each situation is assigned to the Public Works Maintenance Manager, or his designee with approval of the Public Works Director. The decision on termination of plowing efforts shall be similarly vested.
2. Plowing routes will be established based on the following ***Priority List***:

Snow Plowing - Priority List:

Please reference attached maps

SNOW GATES / PLOWING PROCEDURE

- *Plow operators will do their best to avoid filling driveways with snow. However, snow gates may not be practical for extremely heavy or deep snow events. We encouraged our citizens to be prepared to clear driveways and mailboxes in these cases.*
- Plowing snow on residential streets will be performed in the easiest, most efficient manner. Residents are advised to keep cars off the street during snow events. Plow crews will use their judgment as to the best procedures.

- Loading and hauling snow from congested areas; such as, the Central Business District (CBD), may be performed after the bulk of the city has been plowed, and when weather patterns permit.
- If snow accumulations are significant, the entire turn lane on priority routes will be dedicated to snow removal.

SUMMARY OF PROCEDURES FOR SNOW EVENTS

- Snow and ice control, plowing, and removal is considered an emergency operation.
- All employees of the Public Works Department are subject to on-call for snow control duties. If required, all city-owned equipment shall be available for snow/ice control.
- Scheduled vacation and regular days off are subject to cancellation.
- The National Weather Service will be monitored periodically by Division Supervisors during this period final preparations will be made in response to snow alert conditions.
- If 0-2 inches of snow are expected, Supervisors are to operate under snow alert conditions and put out all snow and ice control equipment scheduled for that shift only immediately after snowfall begins.

Emergency Phone Numbers

General Emergency	911 Post Falls
Police Department	208-773-3517
Post Falls Street Division	208-773-1722
snowworries@postfallsidaho.org	

SNOW AND ICE CONTROL PROCEDURES

RESPONSIBLE DEPARTMENTS

Primary responsibility for performance and coordination of ice and snow control of city streets rests with the Street Division. During the snow season, usually mid-November through mid-March, the Street Division will provide 24-hour monitoring of street conditions and will respond to these conditions in accordance with the procedures outlined in this manual.

When conditions warrant, more personnel and equipment can be supplied by other Maintenance Divisions. In addition, the Fleet Maintenance Division will provide equipment maintenance and service as required on a 24-hour basis during critical ice and snow periods.

The Street Division will staff a night shift beginning December 1st and continuing through February or as conditions warrant. The night shift will consist of a supervisor to monitor road conditions and 7 heavy equipment operators whose primary function is to plow snow, spread sand and de-ice, as required, or duties as assigned. The night shift will also consist of mechanics as needed to perform preventative and corrective maintenance on snow removal equipment as well as provide additional support for plowing operations.

NORMAL OPERATIONS PROCEDURES

Roadways under this condition are not ice or snow covered, but they can be either wet or dry. During this condition, supervisors will monitor the roadways, particularly if road surfaces are wet, to determine when freezing might occur. Monitoring activities used will consist primarily of monitoring weather forecasts, temperature, moisture conditions and actual conditions of the roadway. At any time during this condition, should freezing or snowfall conditions begin; the Maintenance Manager or his designee will automatically implement “SNOW ALERT” procedures.

During “Normal Operations”, the Street Division personnel will be on duty but involved in maintenance activities other than ice and snow control. When conditions begin to change to “SNOW ALERT”, these crews will be re-assigned in accordance to needs.

SNOW CONTROL OPERATIONS

- NORMAL OPERATIONS

Roadways can be dry with surface temperatures either above or below freezing or roadways can be wet with surface temperatures above freezing. (Normal Street Department operations)

SNOW ALERT

Frozen moisture, freezing rain, or 0-2 inches of snowfall on roadway surface and snowing. (Use of snow and ice control equipment is warranted at this time.)

When 0-2 inches of snow are present, deicing and sanding operations will commence.

When greater than 2 inches of snowfall on the roadway surface and more snow expected in next 24hour period, snow plowing operations will commence. (City wide snow plow operations following the *Snow Plow – Priority List*).

Periodic deicing and sanding operations will continue as needed during and after snow operations.

Snow removal from stockpiled areas will be removed as needed from the right-of-way.

MAJOR STORM EVENTS

A major storm event is classified as a sustained snow event more than 12 inches over a 24-hour period, or as determined by the Maintenance Manager. When a major storm event occurs suddenly or is predicted by the National Weather Service, the City of Post Falls will move into a *Major Storm Operations Plan*.

The Major Storm Operations Plan will include the following:

1. Increased communication with the Police Department.
2. Increased communication with the Post Falls Public Information Officer and the public through social media communications.
3. Recruitment of additional qualified equipment operators from other divisions within the Public Works Department.

SPECIAL STREET CONDITIONS

Sanding/salting/de-icing shall remain a high and concurrent priority.

No attempt can be made to prevent snow berms from forming at driveways. Drivers will utilize common sense and good judgment when plowing residential areas; plow speeds will be adjusted so as not to create greater berms than are necessary; speeds adjusted to fit conditions. Likewise, good judgment shall be utilized when plowing along curbs with sidewalks directly abutting.

It is general policy to plow snow to the gutter and not onto the sidewalk. This will allow for pedestrians to safely utilize the sidewalks. Also, all reasonable efforts will be made to keep ADA approaches to sidewalks open for pedestrian access.

Efforts will also be made to during the plowing operation to keep storm drain inlets open and to not block mailboxes.

ROUTES

Definitions of operational areas are included as 2018 / 2019 Snow Map

HOURS OF NORMAL OPERATION

Normal Work Day Hours: Day shift 6:00 a.m. to 2:30 p.m. (Possible 4hr extension)
Night shift 6:00 p.m. to 2:30 a.m. (Possible 4hr extension)

Office hours are 7:00 a.m. to 3:30 p.m.

DISCRETIONARY SNOW-CONTROL PROCEDURES

Plow crews will generally be pulled from normal routing, as the conditions require.

1. City Hall parking lot
2. Police Department parking lot
3. Animal Control

NEWS MEDIA

New media will be contacted during snow storm events through the City of Post Falls – Public Information Officer. The PIO will communicate ongoing snow control operations with the public and media through social media.

ORDINANCES

The following ordinance applies to plowing snow into the streets:

(Municipal Code 10.48.010) It is unlawful for any operator of snow removal equipment or the owner of any land upon which snow removal equipment is operated to place or otherwise permit, sanction, approve or cause the placement of any fallen snow onto public property or rights-of-way upon its removal from privately owned lands. (Ord. 696 § 1 (part), 1993)

(Municipal Code 10.48.020) Any violation of the provisions of this chapter shall constitute a misdemeanor. (Ord.696 § (part), 1993)

