

MONROE COUNTY HIGHWAY DEPARTMENT WINTER MAINTENANCE GUIDELINES FOR THE COUNTY TRUNK HIGHWAY SYSTEM

Goal: Mobility – Tax Dollars - Driver Expectations

The goal of winter maintenance is to provide mobility over county highways during the winter months. Mobility is defined as travel, within the limitations of shrinking tax dollars. Hence, motorists should expect inconveniences and will be expected to modify their driving to adapt to changing weather and/or highway conditions. Mobility IS NOT travel at the posted/statutory speed limit at all times during any day without regard for changing weather and/or highway conditions.

Winter Maintenance Methods: Plowing – Sanding - Salting

Plowing is the primary method used for snow removal. Sand (with only enough salt to keep the sand from freezing in the stockpile) is lightly spread over limited areas (at intersections, some driveways, curves, hills & shaded spots) of the highways to increase traction. Sand may be occasionally “spiked” with additional salt to promote thawing of severe icy spots or freezing rain. Pure salt is never used on the County Trunk Highway system.

Hours of Service: Normal – Night – Weekends & Holidays – Freezing Rain - Emergencies

All county trunk highways will receive normal service between the hours of 4:30 a.m. (for school buses) and 6:30 p.m. Monday through Friday. Night service (between the hours of 6:30 p.m. and 4:30 a.m.) will not normally be provided except in rare occasions.

During weekends and holidays, service will be restricted to plowing of snow in excess of an average of 2 inches or more between the hours of 6:00 a.m. and 6:00 p.m. No service between the hours of 6:00 p.m. and 6:00 a.m. except in rare occasions.

Trucks shall go out as soon as possible at any time or day of the week during freezing rain, in order to minimize bonding of rain to highways and to increase roughness of the resulting ice.

Special attention and cooperation will be given to emergency requests from the Sheriff's Department to plow open highways when an impending threat of health or life exists which requires an ambulance and/or fire truck.

Chain-of-Command

The Highway Commissioner is the Department Head and shall have authority over all winter maintenance operations. He shall designate, as listed below, the necessary responsibility to Department Supervisors or the Foreman to implement these Winter Maintenance Guidelines:

- a) Patrol Superintendent
 - b) Road Supervisor
 - c) Foreman -----
- } Alternate being on call on weekends and holidays (pre-approved by Commissioner)

When it appears a winter storm is in progress, which might require special efforts on the part of the Highway Department, Supervisors/Foreman will study the storm conditions and decide the level of response required.

The Commissioner shall be advised of unusual or emergency situations.

Operations

Stalled Vehicles: Stalled vehicles shall not be moved by County Highway personnel or equipment, unless the vehicle is in the traveled roadway and endangering the traveling public. Department personnel encountering such obstacles shall notify their immediate supervisor, if possible, before any action is taken.

Mailbox Replacement: Mailbox installation, replacement, and repair shall comply with Monroe County Highway Department Standard Operating Policy No. 03-2 (Private Mailbox Replacement and Repair). Operators who hit mailboxes with their plow or wing shall note time and place of the incident and report it to their immediate supervisor as soon as practical.

Mailboxes and/or bases damaged by actually being hit with a County vehicle or its appurtenance shall be repaired or replaced, whichever is more practical, by the County as soon as emergency snow removal operations have abated. All reports of damage and potential damages that are reported by private citizens shall be turned over to the County's insurance carrier as soon as practical.

Documentation of all incidents shall be mandatory and it shall be the responsibility of the Supervisor in charge to ensure compliance.

Departure from Guidelines

The Monroe County Highway Committee recognizes that conditions may be so unusual or unexpected that a departure from these guidelines should be authorized. Therefore, when conditions warrant, the Highway Commissioner, in consultations with the Patrol Superintendent, Road Supervisor, Sheriff, and/or Emergency Management Director may order a departure from these guidelines when, in his opinion, conditions warrant such action.

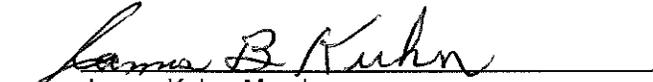
Adopted this 26th, day of September 2008.

Monroe County Highway Committee:


Cedric Schnitzler, Chair


Simon Wells, Vice-Chair


Chuck Bluske, Member


James Kuhn, Member


Julie Radke, Member