
SUBJECT: SNOW AND ICE CONTROL

ADOPTED DATE: NOVEMBER 20, 1995

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POLICY STATEMENT: It is the policy of Cass County Government to provide reasonable snow and ice control within the budget constraints and consistent with traffic volumes and driver expectations. This document includes general policies followed by the Cass County Highway Department in control of snow and ice. Written department operations procedures may be developed and maintained to implement this policy. Written department operations procedures may be updated as needed by the Department Head and do not require adoption by the Commission.

DEFINITIONS:

NORMAL SNOWFALL: Light to heavy snowfall (up to 1 inch per hour) with up to six inches total accumulation in a 24-hour period.

SUPERVISOR: The County Engineer, Highway Maintenance Superintendent, or Highway Operations Foremen.

OPERATION HOURS: Snow and ice control operations will be conducted between the hours of 5:00 AM and 8:00 PM. Exceptions for potential emergencies will be made as determined appropriate by the supervisor. Work at courthouse parking lots may occur outside of normal operations hours. No individual driver should work more than 14 consecutive hours. Drivers should have a minimum of 8 hours between shifts. The supervisor will establish operations hours within the above parameters.

OPERATIONS IN ADVERSE CONDITIONS: Equipment will not be dispatched when, in the judgment of the supervisor, low visibility or other conditions are such that the risk to operators and other motorists outweighs the benefit of snow/ice operations. The general guideline is that equipment will not be dispatched when the estimated visibility in open areas is less than 500 feet. In the event of police, fire or medical emergency, vehicles may be dispatched at the direction of the supervisor.

ROUTE PRIORITIES AND LEVELS OF SERVICE: Levels of service are described for normal snowfalls. It is recognized by this policy that objective time of completions listed below are goals and may not always be achieved during normal snowfalls. Completion times for heavier snowfalls or extreme ice conditions are later commensurate with conditions.

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1. Key Commuter Routes: Plowing used in combination with abrasives and/or deicing chemicals over entire route as determined appropriate. Objective is to complete first pass in both lanes with plow and/or abrasives/deicing chemicals by 7:00 AM following a normal snowfall. During operations hours, plow when there is a significant accumulation that a plow can remove.
2. Secondary Commuter Routes: In addition to plowing of the entire route, abrasives and/or deicing chemicals used at curves, intersections and extensive build-up areas as required. Objective is to complete first pass in both lanes with plow and/or abrasives/deicing by 8:00 AM following a normal snowfall. During operations hours, plow when there is a significant accumulation that a plow can remove.
3. Other County Hard Surfaced Routes: In addition to plowing of the entire route, abrasives and/or deicing chemicals used at curves, intersections and extensive build-up areas as required. Objective is to complete first pass in both lanes with plow and/or abrasives/deicing by 9:00 AM following a normal snowfall. During operations hours, plow when there is a significant accumulation that a plow can remove.
4. Gravel Surfaced County Route: Cleared by plowing. Generally abrasives and deicing chemicals are not used. Objective is to complete a single pass with plow by 1:00 PM following a normal snowfall. Supervisor may elect not to plow for very light snowfalls or when unfrozen gravel conditions exist. Generally, plow when there is an accumulation in excess of 3 inches.

Work for other political subdivisions and private parties: Snow removal work may be performed for other political subdivisions and private parties on a reimbursable basis as equipment and labor availability permits. Rates should be determined by the department head. Operators should complete the first pass in both directions of assigned routes prior to performing any non-county work.

A written agreement should be signed by a representative of the political subdivision or private individual prior to completion of any reimbursable snow removal work.

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Damage to private mailboxes or other property: It is recognized that some damage to mailboxes/roadside signs, etc. is unavoidable. When private property is damaged by County operations, the County will repair, replace, or restore damaged property, as appropriate, to as close to its original condition as is practical.

Courthouse Parking Lots:
Objectives are:

1. Clear all parking lots by 7:00 AM Monday through Friday. Daytime clearing will be done when accumulation is sufficient to significantly impede courthouse visitors or employees.
2. Maintain reasonable 24 hour, 7 day per week access and parking to the Jail and Juvenile Detention Facilities.

Weekend clearing of other employee parking areas is not required provided that lots are cleaned by 7:00 AM Monday.

RECORDS: Records should be maintained of completion times of major segments for all operations on County Highways. Service request or complaints from citizens should be recorded. Records of completion times are not required for non-county work.

HISTORICAL REFERENCE DATE: NOVEMBER 20, 1995