



———— Town of Ingalls, Indiana ————

SNOW & ICE CONTROL POLICY

TOWN OF INGALLS, INDIANA
SNOW AND ICE CONTROL POLICY STATEMENT

The Street Department of Ingalls has the responsibility of providing snow and ice control for 21 road miles throughout Town limits, Town Hall, and the Fire Department.

Snow and ice control is considered emergency work and that pavement must be cleared any time of the day or night. Because of the potential hazard to the motoring public, and the amount of time and money spent on this program, careful planning and preparation must be done prior to the snow and ice season. This planning process is made considerably more difficult due to the variable conditions encountered during each storm. Such things as the rate and accumulation of snowfall, moisture content, temperature, time of day or night, wind direction and velocity, and duration are all factors that interact to create a unique aspect for each storm with the result that no two towns are ever identical.

GOALS AND OBJECTIVES

The goal of the Street Department is to make all town-owned facilities & streets safe and accessible during the winter season. Additional caution is advised when using town streets and facilities during the winter season because of the potential for hazardous conditions caused by snow, wind, and freezing temperatures.

The objective of the Street Department is to make all streets, county roads, and town facilities accessible for vehicles properly equipped for winter driving conditions during and after a storm, in accordance with guidelines set herein. We will be proactive, when possible, to pre-treat areas where slick spots exist. The Town Hall and Fire Department will always be open and accessible for police and emergency vehicles. All Primary Routes (County Roads) will be made clear and passable from edge of pavement to edge of pavement, when possible. On secondary streets, initially a double pathway will be cleared for emergency vehicles. We will then return to secondary streets (neighborhoods) and clear from curb to curb. During and after the storm, all streets will not necessarily be completely cleared of snow and ice. Some streets may be packed with snow and snow can be expected to accumulate adjacent to the traveled portion of the road.

The Street Department has developed a priority list to be followed during a storm with the overall efforts for snow removal based on the following priority list:

- #1 Treatment of thoroughfare county roads
- #2 Town Hall and Fire Department
- #3 Remaining county roads
- #4 All subdivisions and residential neighborhoods
- #5 Cul-de-sacs and alleyways

The Street Department has developed procedures to perform snow and ice operations during varying weather conditions. Personnel will respond each time we are notified that weather conditions include the possibility of creating a hazard for the public. Depending on the severity of the storm, as few as one (1) person and one (1) truck to as many as four (4) personnel and four pieces of equipment can be made available.

A key element in implementing an efficient snow and ice control program is receiving timely weather information. Accurate weather forecasting is imperative in deciding which of the various operational procedures will be followed. The Street Department has several tools to assist in this task. The department has access to weather information via the internet, and television. We will also evaluate reports from Indianapolis that give detailed weather forecasts and pavement temperature forecasts. These tools all help to assist us in the decision-making process for the mobilization of manpower and equipment.

GENERAL SNOW AND ICE PROCEDURES

When the department is notified of an impending snowstorm, a decision is made to implement one of several different operations for clearing town streets. Each operation varies in the amount of service performed, the manpower, equipment, and time necessary to perform it. A salting operation (Operation 1) will be initiated if the potential for freezing conditions exists, to melt snow or ice accumulated to a depth less than approximately 1-1/2" or to prevent the bonding of packed snow-to the pavement. A plowing operation (Operation 2) will be initiated when snow accumulation of approximately 2" or more exists for county roads (exceeding 25MPH). Residential streets and neighborhoods will not be initiated until a snow accumulation of 3" or more exists (25MPH).

OPERATION 1: Truck(s) salting

OPERATION 2: Three trucks salting and plowing; one truck plowing

It can be expected that snow will be plowed into driveways along the streets and cul-de-sacs as a normal part of snow removal operations. Attempts will be made to keep excessive amounts from accumulating; however, each driveway will receive a certain amount of snow. The town asks that residents do not blow or shovel snow into streets that have already been plowed. If this occurs, the town will not be responsible for re-plowing streets.

Cul-de-sacs and alleys town-wide and the amount of time needed to clean each alley and cul-de-sac, residents in alleys and cul-de-sac areas can expect the same amount of snow in their driveways as a driveway along a street. All vehicles should be removed from roadways, cul-de-sacs and alleys to efficiently and safely remove snow.

SUPPLEMENTAL OPERATIONS

Whenever there is a snowfall accumulation of approximately one inch or more, the sidewalks immediately adjacent to the Town Hall will be shoveled and salted.

Should storm conditions become severe enough and the predicted duration is longer than 72 hours, private contractors may be contacted by the Street Superintendent to supply additional manpower and equipment. Such action would only be taken in extreme emergencies and only at the discretion of the Street Superintendent, but it is an important option that must be available to the Street Department in case of equipment breakdowns or if a succession of winter storms pummels the town.

SNOW EMERGENCY REPORTING

During non-office hours, if a hazardous condition exists within the town, please call Town Hall to leave a message, which will notify the Street Department. The Street Superintendent will then be notified of the hazardous conditions. The determination of the seriousness of the hazard is at the discretion of the Street Superintendent.

PROPERTY DAMAGE

During operations throughout any given winter, a certain amount of damage to town and private property may be incurred by snow removal forces. If yard damage is sustained due to a plow riding over a curb, the Street Department will repair said damage as soon as weather conditions permit. If the yard sod was rolled back in such a way that it could be re-used, representatives of the department will restore it. If the sod is damaged beyond repair, the Street Department will restore the area at the earliest availability of material. The town will identify areas where damage commonly occurs and will provide residents in damaged prone areas with reflective sticks to show plow drivers where curbs are located. We anticipate that this will greatly decrease the amount of damage caused to private property. Any damage sustained due to salt brine inadvertently splashed onto a yard during the winter will not be treated or repaired by the town.

If a town or town hired contractor plow or truck damages a mailbox through direct contact the mailbox will be repaired or replaced within established guidelines with a standard type of mailbox. The town cannot replace decorative mailboxes, because of this a standard box will be used for all replacements. A property owner who installs decorative materials, decorations, signs, or lawn irrigation systems within 6' of the roadways does so at their own risk.

ASSISTANCE TO PRIVATE PROPERTY

Under no circumstances will a town employee be allowed to use a town-owned truck to push, pull, or tow a stranded private vehicle from the roadway. The employee may, if a hazard exists, use their phone or two-way radio to notify the police dispatcher of the hazardous condition. Police officers may, at their own discretion, use any means necessary to remove vehicles from the roadway when they feel that the vehicle may be creating a hazard for other motoring citizens.

Likewise, under no circumstances will a town employee use a town-owned vehicle to perform any snow removal or ice control operation on private or commercial property, and the employee will not be allowed to use personal equipment during working hours.

DEPARTURE FROM POLICY

The town recognizes that conditions may be so unusual or unexpected that a departure from these general policies should be authorized. Therefore, when conditions warrant, the Street Superintendent in consultation with the Town Council or his/her designated representative may order a departure from these general rules when, in the opinion of the Street Superintendent, conditions require such action.

NO DUTY OR RIGHT CREATED

The purpose of this policy is to establish goals for the Town of Ingalls employees regarding snow and ice control. This is not to be construed to create any duty to any individual, person, or entity. This policy does not provide any special protection or services to any individual or group of individuals. No additional rights shall be granted by any individual or entity simply by adoption and enforcement of this policy. This policy may be affected in total or in part because of acts of God, strikes, equipment breakdowns, weather conditions, inadequacy of equipment, state or federal regulation, shortage of personnel, and any other unforeseen, uncontrolled, or unanticipated acts.

POLICY PRIORITY

This policy, dated December 21, 2020, supersedes all others and, to the extent that any previous rule, regulation, policy, or past practice, written or unwritten, conflicts with the provisions of this policy, such is hereby withdrawn, voided, and all personnel should conduct themselves in conformity with this policy.