



AGENDA SECTION	CONSENT
MEETING DATE	JANUARY 11, 2021

**CITY OF COLUMBIA HEIGHTS - COUNCIL LETTER**

<b>ITEM:</b>	RESOLUTION ADOPTING THE 2021-2022 SNOW AND ICE CONTROL POLICY		
<b>DEPARTMENT:</b>	Public Works	<b>CITY MANAGER'S APPROVAL:</b>	
<b>BY/DATE:</b>	Kevin Hansen / January 6, 2021	<b>BY/DATE:</b>	<i>Kell Bonges</i> 1/8/21
<b>CITY STRATEGY:</b>	#7: Strong Infrastructure/Public Services		
<b>Additional Strategy?</b>	N/A		
<b>SHORT TERM GOAL (IF APPLICABLE):</b>	N/A		
<b>Additional Goal?</b>			

**BACKGROUND:** The Snow and Ice Control Policy has been reviewed by city staff and minor changes were made this year. These changes included minor equipment changes and operational clarification. Based upon an October 8, 1998 Snow and Ice Control workshop sponsored by the League of Minnesota Cities, it is strongly recommended by attorneys at the LMC that every city have a Snow and Ice Control policy that is reviewed by the City Council and approved by resolution. Since 1999 our policy has been reviewed with the Council on a bi-annual basis with a resolution approving the City's Snow and Ice Control Policy.

**ANALYSIS/CONCLUSIONS:** The plan has been updated for the 2021-2022 year with minor revisions to clarify operational procedures:

- Miscellaneous snow removal from designated pathways was modified.
- Columbia Heights will be responsible for plowing/ice control maintenance on 37<sup>th</sup> Avenue from Central Avenue to Stinson Boulevard in 2021.

**STAFF RECOMMENDATION:** Public Works recommends passage of Resolution 2021-05 adopting the 2021-2022 Snow and Ice Control Policy.

**RECOMMENDED MOTION(S):** Move to waive the reading of Resolution No. 2021-05, there being ample copies available to the public.

Move to approve and adopt Resolution No. 2021-05, being a resolution adopting the 2021-2022 Snow and Ice Control Policy for the City of Columbia Heights.

**ATTACHMENT(S):** Resolution 2021-05  
2021-2022 Snow and Ice Control Policy

**RESOLUTION NO. 2021-05**

A resolution of the City Council for the City of Columbia Heights, Minnesota,

WHEREAS, a Snow and Ice Control Policy has been developed and recommended by City staff; and

WHEREAS, adoption of said policy has been determined to be in the best interest of the City of Columbia Heights,

WHEREAS, the 2021-05 Snow and Ice Control Policy establishes the procedures, locations, and equipment used for snow and ice control in the city of Columbia Heights.

Now, therefore, in accordance with the foregoing, and all ordinances and regulations of the City of Columbia Heights, the City Council of the City of Columbia Heights makes the following:

**FINDINGS OF FACT**

1. The City Council hereby approves and adopts a Snow and Ice Policy for the City of Columbia Heights.

**ORDER OF COUNCIL**

Passed this 11<sup>th</sup> day of January, 2021

Offered by:

Seconded by:

Roll Call:

\_\_\_\_\_  
Amáda Márquez Simula, Mayor

Attest:

\_\_\_\_\_  
Nicole Tingley, City Clerk/Council Secretary

# **CITY OF COLUMBIA HEIGHTS**

**PUBLIC WORKS DEPARTMENT**

## **SNOW AND ICE CONTROL POLICY**



**2021/2022**

# SNOWPLOWING AND ICE CONTROL POLICY

## 1. Introduction:

The City of Columbia Heights believes that it is in the best interest of the residents for the City to assume basic responsibility for control of snow and ice on city streets. Reasonable ice and snow control is necessary for routine travel and emergency services. The City strives to provide such control in a safe and cost effective manner, keeping in mind safety, budget, personnel and environmental concerns. The City will use city employees, equipment and /or private contractors to provide this service. This policy does not relieve the operator of private vehicles, pedestrians, property owners, residents and all others that may be using public streets of their responsibility to act in a reasonable, prudent and cautious manner, given the prevailing street conditions.

The City of Columbia Heights has a winter parking ordinance. This ordinance makes it unlawful to park any vehicle on any street within the City between the hours of 2:00 and 6:00 AM from November 1 through March 31 unless a parking permit has been issued for that vehicle. All parking permits are subject to suspension for snow removal or other emergencies.

Furthermore, no parking is allowed on city streets after a 3" snowfall until the street is plowed curb-to-curb.

## 1. When will city start snow and ice control operations?

The Director of Public Works or assigned representative will decide when to begin snow or ice control operations. The criteria for that decision are:

- A. Snow accumulation of three (3) inches or more;
- B. Drifting of snow that causes problems for travel;
- C. Icy conditions which seriously affect travel;
- D. Time of snowfall in relationship to heavy use of streets;
- E. Weather forecast, temperature, type of snow, duration and intensity of storm

The Police Department assists Public Works Maintenance in monitoring street conditions and notifies Public Works Maintenance personnel of snow and ice conditions needing immediate attention. Maintenance personnel are notified in accordance with the Public Works Department policy for emergency calls.

## 2. How snow will be plowed?

Snow will be plowed in a manner so as to minimize traffic obstructions. The center of the roadway will be plowed first. The snow shall then be pushed from centerline to curb on two-way streets. On one-way streets or where there is a center boulevard, snow may be pushed in either direction. Discharge shall go onto the boulevard area. Generally, operations shall continue until all roads are passable. There may be instances when this is not possible depending on storm conditions and other circumstances.

## **Priorities and schedule of streets plowing and snow removal.**

The city has classified city streets based on the street function, traffic volume and importance to the welfare of the community. Some priorities are performed simultaneously depending on conditions and existing situations.

**Priority #1** - Main thoroughfares, low volume residential and commercial streets, Public Safety building parking lots and accesses, alleys, cul-de-sacs, dead ends, pump and lift station accesses.

**Priority #2** - Municipal building parking lots and sidewalks, pedestrian bridges, designated sidewalk routes.

**Priority #3** - (Business District, parking lots, widening streets, etc.) Snow removal as needed.

**Priority #4** - Central Avenue (streetscape district only - 37<sup>th</sup> to 43<sup>rd</sup> Avenues). Snow removal around bus benches as needed

**Priority #5** - Park pathways, skating rinks and hockey rinks

**Priority #6** - Industrial and school hydrants – snow removal as needed

**Priority #7** - Residential hydrants – snow removal as needed – Assist Adopt-a-Hydrant Program.

**Priority #8** - Murzyn Hall, City Hall, Library. Check for ice dams and plugged drains. Remove ice dams and open drains as needed.

During significant and severe storms, the city must be prepared to move personnel and equipment to maintain priority routes first. In fulfilling the need to have all priority streets safe and passable, when resources are limited, plowing of all other streets may be stopped at any time so resources can be shifted to priority routes.

Unforeseeable circumstances may cause delays in completing assigned plow routes. Such circumstances may include weather conditions that endanger the safety of snowplow operators and/or safe and effective operation of equipment, commuter traffic, disabled vehicles, poor visibility conditions, parked cars along streets, assistance to emergency response vehicles, equipment breakdown, and personnel shortages.

### **3. Snow Removal**

The Director of Public Works or assigned representative will determine if and when snow will be removed from the area by truck. Such snow removal will occur in areas where there is no room on the boulevard for snow storage and in areas where accumulated piles of snow create a hazardous condition. Snow removal operations will not commence until other snowplowing operations have been completed. Snow removal operations may also

be delayed depending on weather conditions, personnel and budget availability. The snow will be removed and hauled to a snow storage area. The snow storage area will be located so as to minimize environmental problems.

#### **4. Work schedule for snowplow operators.**

Snow plow operators will be expected to work eight-hour shifts. In severe snow emergencies, operators sometimes have to work in excess of eight – hour shifts. Safety of the plow operators and the public is important. Therefore, if additional qualified snow plow operators are not available snow plowing/removal operations may be terminated after 12 hours to allow personnel adequate time for rest. Any decision to suspend operations shall be made by the Director of Public Works and shall be based on the conditions of the storm.

#### **5. Traffic Regulations**

The city recognizes that snowplow operators are exempt from traffic regulations set forth in Minnesota Statutes, Chapter 169 while actually engaged in work on streets, except for regulations related to driving while impaired and the safety of school children. Pursuant to this authority, snowplow operator engaged in snow removal or ice control on city streets have discretion to disregard traffic laws set forth in Chapter 169, except for laws relating to impaired driving and school children safety, when in their judgment, it is safe to disregard such laws. The privileges granted herein to operators of snow removal and ice control vehicles shall apply only if the vehicle is equipped with one lighted lamp displaying a flashing, oscillating, or rotating amber light placed in such a position on the vehicle as to be visible throughout an arc of 360 degrees.

#### **6. Weather Conditions**

Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of the snowplow operators and equipment. Factors that may delay snow and ice control operations include but are not limited to: severe cold, significant winds, and limited visibility.

#### **7. Use of Sand, Salt, and other Chemicals**

The city will use sand, salt, and other chemicals when there area hazardous ice or slippery conditions. The city is concerned about the effect of such chemicals on the environment and will limit its use for that reason.

#### **8. Sidewalks**

The city will maintain some of the sidewalks in the city. The list of those sidewalks is attached. It is the responsibility of the resident and/or property owner to remove all accumulated snow from all other sidewalks along public streets adjoining their property. This includes any snow plowed from public streets onto the sidewalk.

## **9. Mailboxes**

Coming into contact with a mailbox is a common obstacle snowplow operators face during storm activities. The city will conduct a review of each mailbox incident to determine whether the city will replace or provide reimbursement for the mailbox. Only mailboxes actually hit by a snowplow will be the responsibility of the city. The city will not be responsible for damage to mailboxes or support posts caused by snow or ice coming into contact the mailbox. At the mailbox owner's request, the city will replace the mailbox with a standard size, non-decorative metal mailbox and replace the support post as necessary with a 4"x 4", decay resistant wood support post, both installed by the city. Alternatively, the city will reimburse the mailbox owner \$75.00 for the replacement of the mailbox and post by others.

## **10. Landscape**

The city will not repair/replace sod damaged due to the application of sand, salt or other deicing chemicals.

The city will repair sod damaged by snow plow during snow removal operations with black dirt and grass seed.

Property owners who install decorative materials in the right-of-way do so at their own risk. Damage within the public right-of-ways is the responsibility of the property owner, including but not limited to: trees, shrubs, bushes, landscape materials, decorative rock, retaining walls, fences and irrigation systems.

## **11. Deviation From Policy**

The Director of Public works or appointed representative may deviate from this policy when in his or her judgment it is in the best interest of the city or is necessary because of budget needs or other circumstances. Changes in priorities (lasting more the 4 hours ) will be documented as to what caused such actions, why the change was necessary, and for how long the change is to be in effect. Those city employees and/or contractors affected will be notified immediately by radio or cell phone of such changes with all communications logged. Information logged will include the time and date of the communication, name of the employee contacted, and how they were contacted. Any changes of priorities lasting more that 24 hours should be made in a written record and the public should be informed of such changes through normal methods used by the city for emergency notifications.

## **12. Complaint Procedures**

Complaints will be recorded on telephone logs. Calls requiring service will be transferred to a work request and forwarded to the appropriate supervisor for scheduling. Emergency complaints will be handled in an expeditious manner as resources are available.

### **13. Driveways**

One of the most frequent and challenging problems during snow removal from public streets is the snow deposited in driveways during plowing operations. Snow accumulated on the plow blade has no place to go but in the boulevard areas, which includes driveways. The snow plow operators make every attempt to minimize the amount of snow deposited in driveways but the amount can still be significant. Regardless, the City does not possess resources to attempt to provide private driveway cleaning after plowing public roads.

### **14. Access to Mail Boxes**

The snow plow operators make every effort to remove snow as close to the curb line as practical and to provide access to mailboxes for the postal service. However, it is not possible to provide perfect conditions and minimize damage to mailboxes due to the size and type of equipment the City operates. Therefore, the final clearing adjacent to mailboxes is the responsibility of each resident and subject to the delivery requirements of the United States Postal Service.

### **15. Review and Modification of Policy**

The Director of Public Works or appointed representative shall keep on file all comments and complaints received regarding this policy. The policy will be reviewed periodically. Any review will consider comments and complaints since the last review and any other factors affecting the policy or its implementation.

## PLOWING EMERGENCY - PERSONNEL & EQUIPMENT

### A. Assignments by department

1. The **Street Department** shall remove snow according to the following priorities:

- a. Assign personnel as necessary for street plowing and ice control operations.
- b. Remove snow from main thoroughfares and apply salt and/or sand.
- c. Remove snow from residential streets and alleys and apply salt and/or sand.
- d. Remove snow from municipal parking lots.
- e. Clean up alley openings, intersections and the deposits of snow left by snowbirds. Follow up on complaints from the public and others. Any personnel that become available will be assigned to help others wherever needed. They may have to widen streets again the next day.

2. The **Sewer and Water Department** shall remove snow according to the following priorities:

- a. Furnish personnel as necessary for street plowing operations.
- b. Plow entrances and areas around the water tower, pump houses, and lift stations.
- c. Clean sidewalks and entrances at the Library before it opens and, if necessary, in the afternoon. Personnel shall assist others who are hand shoveling other areas.
- d. Personnel shall assist the Fire Department in digging out hydrants as needed. Certain hydrants have been designated as critical and will be witnessed by reflective hydrant markers.

3. The **Park Department** shall remove snow according to the following priorities:

- a. Furnish personnel as necessary for street plowing operations.
- b. Clear snow and deice all City Hall, Public Safety building, and JPM sidewalks and entrances. **Public Safety building: For snow conditions of three (3) inches or more the Fire Department shall initially clear all doorways, stairs, and open the walks around the Public Safety Building. If there is only one person in the Fire Department, they will contact Public Works who will supply one person to help them. After all other work is accomplished; Public Works shall finish widening the walkways.**

**JPM maintenance personnel: Responsible for clearing snow from sidewalks and entrances on weekends, holidays and evenings.**

c. **Remove snow from municipal sidewalks.**

- Central Avenue and 49<sup>th</sup> Avenue - Pedestrian Bridge

- Public Safety Building
- City Hall and upper JPM parking lot
- Recreation and JPM – Mill Street sidewalk-front, back & side entrances
- Library – 3939 Central Avenue
- 900 40<sup>th</sup> Avenue (Van Buren Street – parking lot) - perimeter sidewalk
- 3982 Central Avenue – sidewalk on south side, Central Avenue to parking lot
- Jefferson Street Divide sidewalk (46<sup>th</sup> Avenue and Jefferson Street)
- Liquor Store Top Valu #1 - 4950 Central Avenue –Sidewalk on Central Avenue adjacent to street.
- Liquor Store Top Valu #2 - 2105 37<sup>th</sup> Avenue – Sidewalks on 37<sup>th</sup> Avenue & Hart Blvd. adjacent to street

**d. Remove snow from miscellaneous designated sidewalks.**

West side

- 49<sup>th</sup> Avenue, University Avenue to Monroe Street
- 5<sup>th</sup> Street, 47<sup>th</sup> – 48<sup>th</sup> Avenue, east side sidewalk
- Jackson Street, 41<sup>st</sup> Avenue to 42<sup>nd</sup> Avenue (east side)
- 42<sup>nd</sup> Avenue – Jackson Street to Van Buren Street (south side)
- Central Avenue 4022 and 4024 (between buildings)
- 42<sup>nd</sup> and University (walk bridge) west side
- 40<sup>th</sup> Avenue, University Avenue bus stop, 3<sup>rd</sup> Street to University Avenue
- 3942 Van Buren Street (storm water overflow area)

East Side

- 37<sup>th</sup> Avenue, north side, Reservoir Blvd. to first alley east
- 40<sup>th</sup> Avenue, Central Avenue to Hayes Street
- 44<sup>th</sup> Avenue (Tyler Street to Reservoir Boulevard)

**e. Remove snow from park sidewalks.**

- Huset east and west, Jefferson Street
- Jackson Pond, south end sidewalk
- Edgemoor Park, 2<sup>nd</sup> Street sidewalk
- Ostrander Park, Tyler Street sidewalk and front entrance sidewalk
- Wargo Park, exterior sidewalk
- Gateway Park, exterior and interior sidewalk

**f. Remove snow from park pathways.**

- Huset West pathway
- University Avenue Bike path – 40<sup>th</sup> to 45<sup>th</sup> Avenue

- McKenna Park pathway
- Sullivan Lake Park pathway
- Curt Ramsdell Park pathway
- Silver Lake Beach
- LaBelle Park pathway
- Prestemon Park pathway
- Keyes Park pathway
- 37<sup>th</sup> pathway
- Stinson Boulevard McKinley pathway

**g. Remove snow from sidewalks on Community Development properties.**

West side

- 3982 Van Buren Street
- 670 40<sup>th</sup> Avenue
- 828 40<sup>th</sup> Avenue
- 4235 Washington Street
- 4147 7<sup>th</sup> Street

East Side

- 961 Gould Avenue

**h. Remove snow from skating areas and park parking lots.**

**i. Roof Maintenance JPM, City Hall, Library.**

- Remove ice dams and unplug roof drains

4. The **Utilities Department** personnel shall hand-shovel the pedestrian bridge and spread deicer.

- Furnish personnel as necessary for street plowing operations
- 42<sup>nd</sup> and University Avenue (walk bridge)

5. The **Engineering Department** Techs shall remove snow and de-ice the walks and steps around the Municipal Service Center building, parking lots and assist the Sign Department in the removal of snow from the pedestrian bridge.

## **Drivable Equipment Used in Snow Emergencies:**

### Heavy Equipment

- #11 926M Caterpillar front-end loader with front plow (two stage snow blower - used for snow removal)
- #14 Caterpillar front-end loader with front plow and wing plow

### Dump Trucks

- #80 35,000 GVW International dump truck with reversible front plow, underbody plow, wing plow and sander. (SW Quadrant)
- #82 35,000 GVW International dump truck with reversible front plow, underbody plow, wing plow and sander. (NE Quadrant)
- #83 35,000 GVW International with reversible front plow, underbody plow, wing plow, and sander. (NW Quadrant)
- #84 35,000 GVW International with reversible front plow, underbody plow, wing plow, and sander. (Alley, and Parking Lots)
- #85 35,000 GVW Western Star 4700 dump truck with reversible front plow, underbody plow, wing and sander (SE Quadrant)
- #250 14,000 GVW Ford dump truck with front plow

### Pickups

- #8 4 x 4 1 ton Ford pickup with plow
- #102 4 x 4 V-plow
- #114 4 x 4 ¾ ton Ford pickup with plow
- #117 4 x 4 1 ton Ford pickup with plow
- #137 4 x 4 1 ton Ford pickup with plow
- #202 4 X 4 V-plow
- #234 4 x 4 1 ton Ford pickup with plow (designated for Park use)
- #181 4 x 4 1 ton Ford pickup with plow

### Misc. Equipment

- #200 MT Trackless
- #201 John Deere Gator (liquid ice control)
- #232 Toro Groundsmaster 4 x 4 (with broom attachment)
- #280 Caterpillar 247 Skid Steer (with snow bucket attachment)
- #296 MT Trackless (with snow blower, plow and broom)

## **Street Plowing Routes**

Maps of main thoroughfares, quadrants, dead-end alleys and cul-de-sacs, thru alleys, parking lots and snow removal areas are available from the Engineering Department.

1. Main thoroughfares – Dump trucks assigned to quadrants
2. Quadrants SW, NW, SE, NE – dump trucks
3. Thru-alleys - #84 dump truck with adjustable V- plow
4. Dead-end alleys and cul-de-sacs – Pickups and 1 ton dump trucks

5. Parking lots – Case front end loader (#11)
6. MSC, SACA, Library, load sand trucks backhoe Caterpillar (#128)
7. #14 front end loader – 37<sup>th</sup> Avenue to 40<sup>th</sup> Avenue from University to Central – Central Avenue from 37<sup>th</sup> Avenue to 43<sup>rd</sup> Avenue (bump outs and pork chops). 37<sup>th</sup> Avenue to 45<sup>th</sup> Avenue from Main Street to University Avenue.

### **Main Thoroughfares: Quadrants**

Four dump truck plows - each operator is assigned to a specific quadrant.

**SW Quadrant.** This area is from 37<sup>th</sup> Avenue to 45<sup>th</sup> Avenue (University Avenue to Central Avenue). Plow main thoroughfares first. 40<sup>th</sup> Avenue, 44<sup>th</sup> Avenue, and 45<sup>th</sup> Avenue (University Avenue, 45<sup>th</sup> to 42<sup>nd</sup>) and Jefferson Street. (40<sup>th</sup> Avenue to 45<sup>th</sup> Avenue)

**NW Quadrant** This area includes University Avenue to Central from 45<sup>th</sup> Avenue to 53<sup>rd</sup> Avenue exclusive of the City of Hilltop. Again, this quadrant has five main arterials to be plowed first, that being Jefferson Street; University Avenue Service Road; 49<sup>th</sup> Avenue, 51<sup>st</sup> Avenue and 53<sup>rd</sup> Avenue (**Fridley plows 53<sup>rd</sup> Avenue, Columbia Heights does ice control**). The operator in this quadrant will start on the west end one time and the east end another time in order to equalize the complaint of always being plowed last. When the operator has finished plowing their own area, they will combine to finish whatever area is not completed. Alternate starting points may be used each time.

**SE Quadrant.** This area includes 37<sup>th</sup> Avenue to 44<sup>th</sup> Avenue between Central Avenue and Stinson Boulevard. This quadrant has seven main arterials to be plowed first which include Reservoir Boulevard, 39<sup>th</sup> Avenue, 40<sup>th</sup> Avenue, Arthur Street, Hart Boulevard, Stinson Boulevard, 37<sup>th</sup> Place, and Benjamin Street (43<sup>rd</sup> Avenue to 45<sup>th</sup> Avenue). After the main arterial have been completed, plowing starts at Tyler Street from 37<sup>th</sup> Avenue N and then works avenues from 37<sup>th</sup> to 44<sup>th</sup>, then streets easterly to Stinson Boulevard. When this has been accomplished, the plow will work the streets between Central Avenue and Reservoir Boulevard. When the operator has finished plowing their own area, they will combine to finish whatever area is not completed. Alternate starting points may be used each time.

Note: We share the responsibility of plowing 37<sup>th</sup> Avenue from Stinson Boulevard to Main Street with the City of Minneapolis. 37<sup>th</sup> Avenue is divided into two segments - (1) Main Street to Central Avenue and (2) Central Avenue to Stinson Boulevard. Per agreement, we alternate segments each year. The agreement period is October 1st to October 1st. **For 2020-2021 Columbia Heights maintains 37<sup>th</sup> Avenue from Central Avenue to Stinson Boulevard.**

**NE Quadrant:** This area includes 44<sup>th</sup> Avenue to 51<sup>st</sup> Avenue from Central Avenue to Stinson Boulevard. This quadrant has main arterials to be plowed first which include 44<sup>th</sup> Avenue, Central Avenue to Reservoir Boulevard; 45<sup>th</sup> Avenue, Central Avenue to 44<sup>th</sup> Avenue; 47<sup>th</sup> Avenue, Central Avenue to Fillmore; Fillmore, 45<sup>th</sup> to 49<sup>th</sup> Avenue; 49<sup>th</sup>

Avenue, Central Avenue to Fairway Drive; Fairway Drive, West Upland Crest to Stinson Boulevard; Stinson Boulevard, Silver Lake Beach to Argonne Drive; Arthur Street, 44<sup>th</sup> Avenue to 45<sup>th</sup> Avenue; 45<sup>th</sup> Avenue, Chatham Road to Stinson Boulevard; Chatham Road, 45<sup>th</sup> Avenue to 49<sup>th</sup> Avenue; Reservoir Boulevard, 44<sup>th</sup> Avenue to Fillmore Street. We will either begin plowing Mathaire Addition or Sheffield Addition, depending on the time of day and the number of cars that could be in the Sheffield Addition. Whichever way, we will pick up the Hilltop Addition, Innsbruck Addition and the Heritage Heights Addition. When the operator has finished plowing their own area, they will combine to finish whatever area is not completed. Alternate starting points may be used each time.

### **Thru-Alleys**

The alley "V" plow is pushed by a dump truck. This plow usually starts on the west side of town being California Street to University Avenue, 37<sup>th</sup> to 45<sup>th</sup> Avenue and works its way east. Alternate starting points may be used each time. Equipment problems and weather conditions may require the use of 4-wheel drive vehicles to clear alleys.

### **Dead-end Alleys and Cul-de-Sacs**

The 4-wheel drive vehicle operators each receive a map showing all the cul-de-sacs, dead end alleys, and hard-to-get at places. When operators have completed their own designated areas, they will check with the other operators and will help each other finish plowing where needed.

They may assist the "V" plow operator in finishing his alley routes if assigned by the Superintendent. When alleys are finished, operators will clean intersections in their assigned area.

### **Parking Lots**

Plow route for #11 front-end loader:

1. Administration Building (590 40<sup>th</sup> Avenue), (559 Mill Street) and (555 Mill Street) lots.  
**Note:** Remove snow from 40<sup>th</sup> Avenue curb line from alley east to Mill Street.  
**Note:** 555 Mill Street parking lot can be used for temporary snow storage.  
**Note:** Plow Mill Street from 40<sup>th</sup> Avenue to 5<sup>th</sup> Street. Remove snow from curb line in front of JPM & City Hall.
2. JPM (530 Mill Street) upper and lower lots.
3. Van Buren lot south of 40<sup>th</sup> Avenue (900 40<sup>th</sup> Avenue).

### **Parking Lots**

Plow route for #181 – 4-wheel drive pickup

1. Public Safety Building (825 41<sup>st</sup> Ave.)
2. Madison Street – 37<sup>th</sup> Avenue to dead-end

3. SACA (627 38<sup>th</sup> Avenue)
4. Heights Liquor Store - 5225 University Avenue (Liquor Store #3)
5. Liquor Store Top Valu 1 - 4950 Central Avenue
6. Liquor Store Top Valu 2 - 2105 37<sup>th</sup> Avenue
7. Municipal Service center yard (637 38<sup>th</sup> Avenue) and parking areas.

### **ICE CONTROL**

When there is a potential for or accumulation of snow or ice, it is normally necessary to perform ice control operations using salt or a salt/sand mixture. This function will proceed under the discretion of the Public Works supervisor. This function begins with communication between the Police Department, Public Works personnel, and Anoka County Central Dispatch, in no special order.

The duty person organizes the ice control operation based on the Superintendent's standing instructions. Main thoroughfares, emergency routes, controlled intersections, and hills are given priority. Police reports of slippery conditions are also considered. Application is limited on low volume streets and cul-de-sacs.

Salt sand will be furnished for residents in the designated area outside the Recycling Center (3801 Madison Street).

### **SNOW REMOVAL**

Certain actions and areas were designated by the City Council on January 11, 1982, and amended from time to time, for services. These services are other than normal street plowing and ice control that the City may perform depending upon the amount of snow accumulation.

When accumulated piles of snow in the business areas, around schools, and public buildings indicate hazardous conditions, the Street Department begins loading and hauling to storage areas. Snow is to be hauled for storage to 1) Huset Park East- Quincy Street parking lot (Note: restricted to daytime use) and 2) Huset Park East –Huset Parkway parking lot.

## **Snow Removal at Library**

### A. Parking Lot:

The Library parking lot will be cleared in accordance with the priorities established in this policy. The lot will be cleared in conjunction with the other municipal lots after snow plowing has been completed on the streets, Police and Fire areas and the pump and lift station accesses.

### B. Sidewalks:

During the work week, two members of the Sewer & Water Department will remove snow and ice from the sidewalks and entrances to the Library before the Library opens and, if necessary, in the afternoon. Note that there is a snow melting system for the sidewalk at both entrances.

The **weekend duty person** will be responsible for clearing snow and ice from the sidewalks and entrances before opening of the Library on Saturday mornings (currently 10:00 a.m.). Library personnel are responsible for snow and ice clearing on Saturdays after opening and, if conditions warrant, may call out the weekend duty person for assistance.

## **PLOWING/ICE CONTROL INFORMATION**

1. 3" ACCUMULATION REQUIRED BEFORE SNOW EMERGENCY FULL CITY PLOWING
  - APPLY ICE CONTROL IN CONJUNCTION WITH PLOWING OPERATIONS
2. SNOW DEPTH 1" TO 3" – PLOW DRIVING LANES AND APPLY ICE CONTROL
3. FIRST PRIORITY - ARTERIALS AND RESIDENTIAL AREAS
4. ALLEY PLOWING:
  - THRU-ALLEYS PLOWED WITH "V" PLOW
  - DEAD END ALLEYS PLOWED WITH PICK-UPS
5. POLICE REQUEST FOR ICE CONTROL/SPECIFIC AREAS AND ARTERIALS
  - 1 OR 2 ICE CONTROL TRUCKS DEPENDING UPON EXISTING CONDITIONS
6. POLICE REQUEST FOR ICE CONTROL/CITY WIDE
  - 4 ICE CONTROL TRUCKS - STREETS ONLY (ARTERIALS FIRST FOLLOWED BY RESIDENTIAL)
  - ICE CONTROL OPERATIONS IN ALLEYS WILL BE CONDUCTED DURING NORMAL WORK HOURS
7. 53RD AVENUE FROM UNIVERSITY TO CENTRAL: FRIDLEY PLOWS - COLUMBIA HEIGHTS – ICE CONTROL
8. STINSON BOULEVARD FROM 37<sup>TH</sup> TO 40<sup>TH</sup>: ST ANTHONY PLOWS - COLUMBIA HEIGHTS ICE CONTROL
9. 37TH AVENUE MAINTENANCE:
  - MAIN STREET TO CENTRAL AVENUE (
  - CENTRAL AVENUE TO STINSON BOULEVARD

### **SEGMENTS ALTERNATE EACH YEAR ON OCTOBER 1<sup>ST</sup>:**

2020-2021 MINNEAPOLIS PLOW/SALT MAIN STREET TO CENTRAL AVENUE

2020-2021 COLUMBIA HEIGHTS PLOW/SALT CENTRAL AVENUE TO STINSON BOULEVARD

## SAND BARRELS

### **WEST SIDE:**

- Qty. 3 637 38<sup>th</sup> Avenue - outside of fence for Recycling Center.
- Qty. 1 Behind 4059 Monroe Street at NW corner of alley and 41<sup>st</sup> Avenue - next to utility pole.
- Qty. 1 4707 Jefferson Street - driveway north side - next to utility pole.
- Qty. 1 46-1/2 Avenue east of Jefferson - next to utility pole.

### **EAST SIDE:**

- Qty. 1 Alley behind 3813-15 Pierce Street - next to hydrant.
- Qty. 1 4464 Stinson Boulevard – secured to pole.
- Qty. 1 41<sup>st</sup> Avenue and Stinson Boulevard on SW corner.