



MEETING MINUTES - DRAFT

SPECIAL MEETING OF THE VILLAGE COUNCIL SNOWPLOWING SUBCOMMITTEE

Wednesday, January 8, 2025

10:00 AM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

ADDRESSING THE VILLAGE COUNCIL: Each person wishing to address the village council shall be afforded an opportunity to do so. If you wish to comment, please stand or raise a hand to indicate that you wish to speak. When recognized, give your name and address and direct your comments to the Chair.

1. Call to Order

The January 8, 2025 Village Council Special Meeting was called to order at 10:00 AM by Chairman Dandalides

2. Roll Call and Determination of Quorum

PRESENT :

Council member Michael Lamb
Council member George Dandalides
Council member Alex Comparoni Jr

STAFF PRESENT:

DPW Director Wes Sanchez
Police Chief Mark Amundson

The following residents were in attendance and addressed the subcommittee:

William Martin 548 Longpointe Drive
Mary Biers 592 Longpointe Drive

3. Call to the Public (non-agenda items)

There were no public comments

4. Approval of the December 13, 2024 meeting minutes

Motion: Motion made by Councilman Comparoni, seconded by Councilman Dandalides to approve the minutes as presented.

Motion carried by (3) Yes, (0) No.

5A. Snowplow & Ice Policy – Review of revised policy

DPW Director Sanchez reviewed the revised Village of Lake Orion Snow Plowing Procedure:

Councilman Lamb made multiple suggestions including:

- Page 1, bullet 4: remove
- Page 2, middle paragraph: revise
- Page 2, Prioritization bullet 1: Add a map (graphic) that identifies primary, secondary, and tertiary roads
- Page 3, Resident Responsibilities, bullet 3: specify “private”
- Page 3, Resident Responsibilities, bullet 4: revise
- Page 4, Communication, bullet 2: include description of media

Councilman Comparoni made the follow suggestion:

- Include call in procedure for residents

Police Chief Amundson made the following suggestions:

- Page 1, Objectives: add verbiage to describe that the DPW will exercise discretion regarding short term forecast as well as current conditions to maximize efficient use of resources
- Page 1, Delays: reposition closer to the end of the process
- Page 3, Resident responsibility, bullet 4: revise

Public comments were made by Mary Biers and Bill Martin. Their comments included:

- A reiteration of the value of including a map showing street designations
- The need to include a call in procedure for residents
- A request to prioritize servicing Longpointe

Motion: Motion made by Councilman Comparoni, seconded by Councilman Lamb for subcommittee approval of the revised policy with revisions as noted above, and to take it forward for council discussion and approval at the upcoming January 13, 2025 council meeting.

Motion carried by (3) Yes, (0) No.

The updated Village Snowplow & Policy w/Map is attached.

5B. Snowplow & Ice Policy – Private roads within the village

Subcommittee Chairman Dandalides reviewed the background brief:

During discussion at the December 13, 2024 subcommittee meeting, inconsistencies were identified on how the village was handling snow and ice on three private roads within the village. Specifically, Newton Ct., Park Island Drive, and Converse Ct. are three private roads within the village. Concern was raised regarding payment to the village as well as any liability implications the village may be exposed to in this situation.

The following discussion points were made by DPW Director Sanchez:

- The private streets that are currently being plowed by the as a “past practice”.
- Raised the question if Atwater Condominiums should be added to this list. The village is not currently plowing roads within this complex and they too are private.

Motion: Motion made by Councilman Lamb, seconded by Councilman Comparoni, to take this forward to council at the upcoming January 13, 2025 meeting with the recommendation council request Administration and the Village Attorney investigate further and come back to council with a recommended action that is equitable and consistent with the residents and protects the village from any potential liability.

Motion carried by (3) Yes, (0) No.

6. Call to the Public

There were no other public comments

7. Council Comments

There were no additional council comments

8. DPW Director, Police Chief Comments

There were no additional staff comments

9. Adjournment

Motion: Motion made by Councilman Comparoni, seconded by Councilman Lamb to adjourn

Motion carried by (3) Yes, (0) No.

The meeting was adjourned by Subcommittee Chairman Dandalides at 12:20 PM

Snow Plowing and Salting Policy

Village of Lake Orion

Purpose:

To provide a safe roadway system during the winter months by operating effective and efficient winter road maintenance services. The Department of Public Works is responsible for snow removal and ice control on Village roads, school bus routes, and residential streets.

Policy Overview:

The Village of Lake Orion is committed to providing effective snow plowing and salting services to ensure the safety of residents, businesses, and visitors. This policy outlines the priorities, procedures, and responsibilities for winter maintenance. During a snow or ice weather event, the Department of Public Works (DPW) will closely monitor weather forecasts and road conditions. Additional information on road conditions is provided by the Village Police Department, as well as communications with neighboring road agencies.

Scope:

This policy applies to all public roads, parking lots, and sidewalks maintained by the Village.

Objectives for Winter Maintenance Operations:

1. Reduce the risk to the traveling public associated with snowy and icy road conditions.
 2. Support emergency operations for the Police and Fire Departments.
 3. Prioritize emergency routes for Police, Fire, and EMS, defined as roads where Police, Fire, and EMS are dispatched from.
 4. Enhance commerce within the Village.
 5. Provide cost-effective and fiscally sound use of winter maintenance funds.
 6. Seek new, innovative, cost-effective, and environmentally friendly solutions to winter maintenance methods, materials, and equipment.
 7. Promote better communication with adjoining communities and road agencies to share information on road surface conditions.
 8. DPW will exercise discretion by considering short term forecast as well current weather conditions to maximize efficient use of all resources.
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Prioritization:

1. **Primary Routes (High Priority):**
 - o Emergency routes for Police, Fire, and EMS, defined as roads where Police, Fire, and EMS are dispatched from.
 - o Major streets and collector roads.
 - o Roads with inclines or hills that require additional attention for safe travel.
2. **Secondary Routes (Medium Priority):**
 - o Residential streets with moderate traffic volume.

3. **Tertiary Routes (Low Priority):**
 - Cul-de-sacs, alleys, and roads with low traffic volume.
 4. **Sidewalks and Pathways:**
 - Public pathways adjacent to municipal buildings and high pedestrian areas.
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Levels of Service Guidelines:

Category 1: Snowfall Less than Two Inches

- Primary routes, including emergency routes, major roads, and roads with steep inclines, may be plowed and salted as needed, 24/7 during the storm.
- School bus routes are maintained concurrently with primary routes.
- Local residential streets are spot salted as needed during regular business hours.

Category 2: Snowfall of Two-Three

- Primary routes are prioritized and plowed 24/7.
- Secondary streets are plowed edge-to-edge after primary routes are cleared, with operations continuing until all roads are safe.

Category 3: Snowfall of Three or More Inches

- Primary routes remain the focus with additional resources deployed.
 - Local road clearing operations will require more time, with private contractors engaged if necessary.
 - Snow emergencies may be declared, restricting on-street parking.
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Snow Plowing Procedures:

1. **Trigger for Deployment:**
 - Snow accumulation of 2 inches or more or as forecasted by weather services.
 2. **Plowing Schedule:**
 - Operations begin with primary routes and proceed in order of priority.
 - Continuous operations during severe weather events until conditions stabilize.
 3. **Equipment and Personnel:**
 - Village-owned [snow plows](#), salting vehicles, and contracted services if necessary.
 - Staff will rotate to ensure 24/7 coverage during significant storms.
 4. **Curb-to-Curb Clearing:**
 - Where feasible, snow will [be plowed](#) to the curb to maximize road width.
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Salting Procedures:

1. **Salt Application:**
 - Applied to primary routes during and after snowfalls to prevent ice buildup.
 - Limited application on secondary and tertiary routes to reduce environmental impact.
 - (Please be advised, salt is not effective in temperatures below 20°F thus DPW staff may make the determination not to utilize salt until temperatures recover above 20°F)
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Resident and Business Responsibilities:

1. **Sidewalks Adjacent to Private Properties:**
 - Property owners are responsible for clearing snow and ice within 24 hours of snowfall.

2. **Parking Restrictions:**
 - On-street parking is prohibited during declared snow emergencies.
 3. **Private Driveway Clearing:**
 - Village plows will not remove snow deposited at Private driveway entrances.
 4. **Claims Procedure:**
 - Turf and mailbox damages will be investigated and handled accordingly by Village staff in the spring.
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Delays in Snow Removal Services:

All or parts of the snow plowing and salting services may be delayed due to one or more of the following conditions, which are beyond the control of the Village's Department of Public Works:

1. **Equipment Breakdowns:**
 - Malfunctions or failures of snow removal equipment can delay or halt snow clearing operations until repairs are made.
2. **Vehicles Disabled in Deep Snow or Blocked Roadways:**
 - Snow plows or other vehicles may become stuck in deep snow or blocked by other vehicles, causing temporary delays until they are cleared or freed from the obstruction.
3. **Severe Weather Conditions:**
 - In the event of extreme weather, such as white-out conditions, crews may be temporarily pulled from the streets for safety reasons. Heavy snow or rapidly changing conditions may make it unsafe for plowing equipment and personnel to operate.
4. **Excessive Snow Depths or Drifts:**
 - If snow accumulations or drifts exceed the capacity of standard snow plowing equipment, additional resources may be required, or operations may take longer to complete.
5. **Crew Breaks and Safety Protocols:**
 - Snow removal operations require frequent crew breaks to ensure safety and effectiveness. Breaks for rest, fueling, reloading material spreaders, or equipment repairs may cause delays in ongoing operations.
6. **Unforeseen Emergencies:**
 - Emergencies such as accidents, medical emergencies, or urgent public safety situations may take precedence, delaying snow clearing in some areas.

In the event of such delays, the Department of Public Works will prioritize the primary routes and work diligently to restore operations to normal levels of service guidelines. The community will be notified of significant delays through the Village's official communication channels, including the website, and social media.

Policy Updates: This policy will be reviewed annually and updated as necessary to reflect best practices and community needs.

Communication and Notification:

1. **Snow Emergency Declarations:**
 - o Issued by the Village Manager or designated authority.
 - o Broadcast via the Village website, social media, and local news outlets.
2. **Public Education:**
 - o Annual reminders about winter parking regulations and property owner responsibilities will be published on the Village Homepage annually in the fall.

Call in procedure:

During normal business hours (Monday-Thursday 7a.m-5p.m.) please call Village Offices at **248-693-8391 x100**

Outside of normal business hours please call **Oakland County Dispatch** at **248-858-4951**

Please provide your name, address and a call back number with your area of concern. Dispatch will contact the appropriate after hour contact

