

# **City of Lucan, Minnesota**

## **Snowplowing Policy**

### **1. Introduction**

The city of Lucan, Minnesota, finds that it is in the best interest of the residents of 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 will attempt 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.

### **2. When Will the City Start Snow or Ice Control Operations?**

The Public Works/ Maintenance operator will decide when to begin snow or ice control operations. The criteria's for that decision are:

- A. Snow accumulation of one (1) inch or more;
- B. Drifting of snow that causes problems for travel;
- C. Icy conditions which seriously affect travel; and
- D. Time of snowfall in relationship to heavy use of streets.

Snow and ice control operations are expensive and involve the use of specific personnel and equipment. Consequently, snowplowing operations will not generally be conducted for snowfall of less than one (1) inch.

### **2.1 Snow Emergency**

A Snow Emergency may be declared when at least three inches of snow has been received in a 24 hour period. Snow Emergencies are declared to allow snow plow crews to clear roadways for movement of fire, health, police and emergency traffic, as well as to ensure the safety of the community. Additionally, the snow emergency restricts parking in city-owned lots so that the snow can be removed from those parking lots. The start time for the Snow Emergency will be declared in the announcement and the emergency remains in effect for 72 hours or until all streets have been plowed curb to curb.

#### 2.1.1 Regulations

2.1.1.1 No parking on city streets until the snow has been plowed from curb to curb, even if the precipitation has stopped.

2.1.1.2 Vehicles parked in violation of snow emergency rules will be towed.

2.1.1.3. Publication/Announcement. The City of Lucan publicizes the declaration of a snow emergency in multiple locations.

2.1.1.3.1 City of Lucan website ([www.lucanmn.net](http://www.lucanmn.net))

#### 2.1.1.3.2 City of Lucan's Facebook Page

#### 2.1.1.3.3 Marshall Radio Stations

### 3. **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 left to right on two-way streets. The discharge shall go onto the boulevard area of the street. In times of extreme snowfall, streets will not always immediately be able to be completely cleared of snow.

### 4. **Snow Removal**

The Public Works/ Maintenance 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.

### 5. **Priorities and Schedule of Streets to be Plowed**

The city has classified city streets based on the street function, traffic volume and importance to the welfare of the community. Those streets classification are as follows:

1<sup>st</sup>: Collector Roads, Emergency vehicle locations, and Bus routes

2<sup>nd</sup>: Residential streets, Alleys and City parking lots.

First are high volume routes, which connect major sections of the city and provide access for emergency fire, and medical services. High priority streets are those streets providing access to bus routes established by surrounding school districts. The second priority streets are low volume residential/ commercial streets, alleys and city parking lots.

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.

### 6. **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 operators 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.

## **6.1 Parking**

The City of Lucan implements a winter parking control on all city streets between the hours of 4:00AM and 12:00PM starting on November 15 and ending on March 15.

**6.1.1** Vehicles will be documented and given 24 hours to move during non-emergency time periods. After the given time herein has expired, the City of Lucan reserves the right to remove the vehicle or hire someone to remove and store the vehicle for them.

**6.1.2** Any vehicles parked on the street at any time of day during a declared Snow Emergency may be towed.

**6.1.3** Expenses incurred for towing uncompliant parked vehicles will be passed to the documented owner and if delinquent will be assessed to taxes.

## **7. Weather Conditions**

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

## **8. Use of Sand, Salt, and Other Chemicals**

The city will use sand, salt, and other chemicals when there are 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.

## **9. Resident Information**

### **9.1 Sidewalks**

The city will maintain sidewalks adjoined to city property. The city will only maintain these sidewalks after the streets have been plowed. 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.

### **9.2 Mailboxes**

Damage to a mailbox is a risk that snowplow operators face during their winter plowing requirements. The city will conduct a review of each mailbox damage claim to determine whether the city has any legal responsibility for the damage and, if so, to replace or provide reimbursement for the mailbox. If the city, in its discretion, determines that reimbursement or

replacement is appropriate, the city may:

- a) At the mailbox owner's request, replace the mailbox with a standard size, non-decorative metal mailbox and replace the support post as necessary with a 4" x 4", decay resistance wood support post, both which will be installed by the city;
- b) Provide reimbursement in a reasonable amount for the mailbox and support posts that meet the city's ordinance standards, as well as state and federal requirements for mailbox size, support and placement.

### **9.3 Garbage and Recycling Containers**

Efficient snow plowing requires that garbage/recycling containers be accessible for pickup, but not in the way for plowing operations. The containers shall be placed off the street to allow for snow removal. The containers may have to be placed at the end of the driveway to meet these requirements. It is the property owner's responsibility to see that the containers are not in the way during snow plowing operations while also being assessable for garbage/recycling pickup.

### **9.4 Complaint Procedure**

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.

## **10. Deviation from Policy**

The Public Works/ Maintenance department may deviate from this policy when in the department's judgment it is in the best interest of the city or is necessary because of budget needs or other circumstances. Any changes of priorities lasting more than 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.

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

The Street Superintendent 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.

Adopted by the City Council of the City of Lucan on November 5<sup>th</sup>, 2018.

ATTEST:

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Rindy Filzen, Mayor

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Shawna Allan, City Clerk