

Snow and Ice Control Plan

City of Riverton, Wyoming



11-21-2017 – Adopted by Council Action

I. PURPOSE

The purpose of the Snow and Ice Control Plan is to communicate the process and level of service the citizens of the City of Riverton can expect for snow and ice control. The plan sets reasonable goals and general practices to guide the operation of snow plow, de-ice, and snow removal operations. This policy recognizes that many variables are encountered during these operations and therefore precise methods of response must be a combination of policy, experience, and on-site judgment. While the characteristic and severity of each winter storm is unpredictable, the city will continue to work within its resources to maintain the highest level of customer service possible while balancing efficiency in snow and ice control. Minor changes to this policy may be made under the direction of the City Administrator. Major modifications to the Snow and Ice Control Plan shall be approved by the City Council.

II. OBJECTIVE

Provide efficient and effective service on major and minor arterial streets, collector streets, and other selected streets comprising a transportation network to safely and orderly move the majority of the city's traffic, and to provide access for emergency vehicles, school buses, and at critical locations where hazardous conditions exist.

III. AUTHORITY

The Operations Division of the Public Works Department, under the direction of the Operations Division Manager, is charged by the Public Works Director with the responsibility for snow and ice control operations. The City Council of the City of Riverton sets policy standards and provides guidance to the City Administrator, who then gives direction to the Public Works Director to implement policy priorities.

During the conduct of snow and ice control operations, the Operations Division Manager shall have:

- I. Operational control of Operations Division personnel, to include the scheduling of shifts, establishing on-call requirements, and managing employee overtime accrual;
- II. Authority to purchase materials and equipment related to snow and ice control operations, within budget limitations and pursuant to the city's procurement and purchasing policies;
- III. Authority to temporarily block or close streets to protect workers and the general public;
- IV. Authority to, with the advanced approval of the Public Works Director, utilize other Public Works personnel for snow removal operations.

When winter storm conditions warrant, the Public Works Director may supplement the city's snow and ice control operations with third-party contractors. Contracted entities will be required to provide proof of insurance and shall be responsible for any damages made to public infrastructure. When the cost of contracting with third-party entities exceeds available budgeted funds, the City Administrator may request an additional allocation of funds from the City Council.

IV. COMMENCEMENT OF OPERATIONS

Snow removal operations shall commence at the direction of the Operations Division Manager, or his/her designee. The Operations Division Manager shall keep abreast of current weather conditions and predictions, and shall adjust staffing levels and assignments to provide the optimum response for existing conditions and the forecast. When storms arrive outside of regular working hours (8AM – 5PM, Monday through Friday), the Police Department will assist in dispatching Public Works staff. In these instances, the Police Department's dispatch center will contact the Operations Division Manager once an accumulation of ½" or more of snow is observed on city streets.

V. OPERATIONS

A. PRIORITIES

Prioritizing a transportation network is a critical component of any Snow and Ice Control Plan. It provides a systematic way to dispatch resources and ensures that snow and ice control operations approach each storm in a citywide holistic and objective manner. While priorities may need to change based on the characteristics of any given storm (duration, time of arrival, depth of accumulation, etc.), the following priorities guide the Operations Division:

1. Arterial Streets
2. Hills, Curves, and Hazardous Locations
3. Collector Streets
4. School Areas

If storm conditions are such that not all priorities can be addressed in a given cycle, the lower priorities may be dropped until adequate equipment and manpower is available to service them.

Under the guidance of the above listed priorities, the Operations Division has established a system by which snow plow resources are dispatched when storm conditions merit (see pages 4 and 5). It has also established priorities by which de-icing resources are dispatched when conditions merit.

Local and residential streets are not intended to receive regular winter maintenance. However, requests for maintenance at specific locations may be made by calling the Public Works service line at 307-856-3687. Requested locations will be inspected for snow or ice conditions that warrant attention to eliminate severe hazards. Local and residential streets will receive service only after the above referenced priorities are treated and only when conditions warrant. Street width, parking, drainage, and other considerations will be considered when determining the appropriate service response to warranted areas.

B. PLOWING METHODS

Plowing may commence when snow accumulations reach a depth of ½ inch on prioritized streets and snow continues to fall, unless normal traffic flows will not commence for 4 hours or more. Plowing shall commence when accumulations of snow on the streetscape is 2” or greater. Plowing of prioritized streets is intended to provide a minimum of single lane, two-way traffic during a storm event and immediately thereafter.

Operations Division staff will incorporate a combination of plowing from the center of the street to the side, and plowing from the side of the street to the center. Variables determining the manner by which streets are plowed will depend on traffic volumes, street widths, adjacent improvements, and seasonal and storm conditions. Street corridors with multiple residential and business accesses will receive a higher priority for plowing from the side of the street to the center. Operations Division staff will continually review and monitor how plowing methods perform on each of the prioritized service areas.

Priority 1 Streets (listed alphabetically)

Street	From	To	Snow Plow Priority	Plow Method	2016 Traffic Count
8 St W	W Sunset Av	W Main St	1	Center	5080
Airport Rd.	Wy Hwy 26/287	Airport	1	Side	1451
Broadway Av	Webbwood Rd	E Monroe Av	1	Center	5072
College View	W Sunset Av	W Main St	1	Side	3592
Federal Blvd	S City Limits	N City Limits	1	Center	19495
Hill St.	W Main	Riverview	1	Side	NA
Main St	WYDOT Shop	N Federal Blvd	1	Center	13596
Major Av	W Sunset Av	Riverview Rd	1	Side	2822
Riverview Rd	Hill St.	807 Riverview Rd	1	Side	4215
Petersdorf	W Sunset	Rose Ln.	1	Side	NA
Sunset Av	College View Dr	N 8 th W	1	Side	6044

Priority 2 Streets (listed alphabetically)

Street	From	To	Snow Plow Priority	Plow Method	2016 Traffic Count
Adams Av	807 Riverview Rd	S Federal Blvd	2	Center	3641
Major Av	Riverview Rd	W Monroe	2	Side	NA
Monroe Av	S Major Av	S Federal Blvd	2	Center	3745
Park Av	N Broadway Av	Smith Rd	2	Center	3098
Park Av	N 8 th W	Big Bend	2	Center	2144
Pershing Av	N 8 th W	N 9 th E	2	Center	3712

Riverview Rd	S Hill St	Temple Peak	2	Side	NA
Sunset Av	N 8 W	Aspen School	2	Center	5577
Webbwood	N 8 W	N Federal Blvd	2	Side	4807

Priority 3 Streets (listed alphabetically)

Street	From	To	Snow Plow Priority	Plow Method	2016 Traffic Count
E Fremont	Federal	Main	3	Center	NA
E Lincoln	N 12 th E	N 13 th E	3	Center	NA
E Monroe	Smith Rd	N Federal Blvd	3	Side	NA
E Washington	Federal	S 1 st	3	Center	NA
N 1 st	Jackson	Pershing	3	Center	NA
N 2 nd W	W Pershing	W Jackson	3	Center	NA
N 5 th W	W Pershing	W Park	3	Center	NA
N 5 th W	W Park	N 8 th W	3	Center	NA
Park Av	N 4 th W	N 5 th W	3	Center	NA
Smith Rd	E Park Av	E Monroe Av	3	Center	NA
W Jackson	N 2nd W	N 1st	3	Center	NA

C. DE-ICING METHODS

A variety of materials may be used for ice control such as conventional anti-skid sand mixtures, liquid anti-icing agents, and solid de-icing agents. The purpose of these products is to eliminate ice build-up in hazardous locations and to provide for better traction control to vehicular traffic. The Operations Division Manager shall determine which materials shall be used based on current and future weather conditions, available budgeted funds, environmental guidelines, and efficacy of the products on the market. Solid de-icing agents (salt) is used most frequently for normal ice control operations.

The City of Riverton prioritizes hazardous hills, curves, intersections, and school zones for the application of de-icing materials.

Priority 1 Areas (listed alphabetically)

Location	De-Ice Priority
Airport Road	1
East & West Main Lighted Intersections	1
North & South Broadway 4-Way Stops	1
North & South Federal Lighted Intersections	1
North 8th West (Jackson School Zone)	1

North 8th West/West Main Intersection	1
South Broadway (Hill)	1
South Hill Street	1
South Major (Hill)	1
West Main (Hill)	1
West Pershing/North 1st 4-Way Stop	1
West Sunset/College View Intersection	1
West Sunset/North 8th West Intersection	1

Priority 2 Areas (listed alphabetically)

Location	De-Ice Priority
Ashgrove School (N. 1st, Pershing, N. 2nd W., W. Lincoln)	2
East & West Main Unlighted Intersections	2
East & West Sunset Intersections	2
East Fremont Intersections (Federal to North 2nd East)	2
North 4th West (Rendezvous School)	2
North 8th West Intersections	2
North & South Federal Unlighted Intersections	2
Riverview Road/Spire Intersection	2
Riverview Road/Summit Intersection	2
South 13th and East Adams (Hills)	2
St Margaret's School (N 6th E, Park, N 7th E)	2
West Jackson Avenue (Jackson School)	2
Willow Creek School (South Major/West Monroe)	2

Priority 3 Areas (listed alphabetically)

Location	De-Ice Priority
Cascade Drive (Hill)	3
East Park (Hill)	3
East Park Intersections	3
East Washington Intersections (Federal to S. 1st)	3
North 2nd West (Curves near Sunset Park)	3
North & South Broadway (Entering Intersections)	3
Sierra (Hill)	3
Smith Road (Dips and E. Monroe Intersection)	3
Webbwood Intersections	3

Priority 4 Areas (listed alphabetically)

Location	De-Ice Priority
Alleys Supporting Downtown Main Street	4
Aspen Drive/East 16th Intersection	4
Aspen Drive/Forest Intersection	4
East & West Monroe Intersections	4
East & West Pershing Intersections	4
East Adams Intersections (Federal to S. 4th W.)	4
Forest Drive (In Front of Manor)	4
North 12th East/Forest Intersection	4
South 5th East/East Madison (Hill)	4
South 6th East/East Madison (Hill)	4
South 7th East/East Madison (Hill)	4

D. SNOW AND ICE REMOVAL

Snow removal operations shall be conducted to remove windrows resulting from snow plow operations. Windrows located in the center of streets and on the sides of streets will both be removed. Unless otherwise necessary, snow removal operations will be conducted during normal working hours and after the completion of snow plow operations.

Ice removal will be done on an as-needed basis. Ice will be removed to provide drainage for snow melt. Accumulations of ice will also be removed in the downtown area of Main Street when the accumulation is such that it interferes with parking. De-icing material may be used to help soften ice prior to removal.

E. SPLATTERING

When temperatures and conditions warrant, the Operations Division Manager may direct staff to plow snow from the gutters into vehicle wheel path of a travel lane. This technique is helpful to break-up accumulations of snow and accelerate melting. If snow is left stacked in the gutter, it is likely to melt more slowly and clog storm drain catch basins at snow melt and refreezes at night. Splattering will not be performed when the snow being pulled from the gutter presents a significant hazard to the public.

VI. EQUIPMENT

City owned and operated equipment will be used to the fullest extent possible during snow and ice control operations. During extreme conditions when city owned and operated equipment is not adequate to perform satisfactory operations, outside equipment and work force will be employed as it has previously been outlined in this plan.

The City of Riverton Operations Division currently has the following pieces of equipment available to perform snow and ice control operations: Three full size dump trucks with plow mounts; two small

dump trucks with bed mounted sanders; two road graders; one loader with snow blower attachment; and one backhoe.

VII. COMMUNICATION

It is important for the City of Riverton to make information regarding snow and ice control operations available to the public. Consequently, a copy of this plan will be made available on the city's website. It is also encouraged that important snow and ice control related information be communicated to the public in a timely manner. As such, city staff will utilize media outlets available to them to disseminate information when necessary. This is to include, but is not limited to, social media, radio, press releases, and print media.

The public may contact the Public Works Department regarding snow and ice control operations by calling 307-856-3687.

