



# Snowplowing & Ice Removal Policy

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## 2022-2023

Amended by City Council October 24, 2022

The City of Monticello will provide snow and ice control in a safe and cost-effective manner, keeping in mind safety, budget, personnel, and environmental concerns. This policy indicates the minimum levels of service that can be expected, and the City will strive to achieve better results whenever possible.

# CITY OF MONTICELLO SNOWPLOWING/REMOVAL POLICY

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# CITY OF MONTICELLO

## SNOWPLOWING/REMOVAL POLICY

Amended by the City Council on October 24, 2022

### 1. Introduction

The City of Monticello assumes basic responsibility for the control of snow and ice on City streets and City owned public parking lots. Certain county highways within the City are also maintained by the City per maintenance agreements approved by the City Council. Reasonable snow and ice control are 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 utilize City employees, City equipment and/or private contractors when necessary 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 does not guarantee the streets and sidewalks to be free of snow and ice at all times.

### 2. Minimum Levels of Service

The Street Superintendent, or designee will decide when to begin snow or ice control operations. The criteria for that decision are:

- Snow accumulations of 2" or when ice or snowpack occurs on City streets.
- Drifting or snow that causes problems for travel.
- Icy conditions which affect travel.
- Time of snowfall in relationship to heavy use of streets.

### 3. Suspension of Snowplowing Operations

Snow and/or ice control may be terminated at any time the Street Superintendent, or his designee determine that rising or falling temperatures, visibility and/or the rate of the accumulation make the control unsafe, ineffective, or unnecessary.

### 4. Snowplowing Procedures

Snow will be plowed in a manner to minimize any traffic obstructions. Snow will typically be plowed so the discharge is directed toward the boulevard area of the right-of-way. In the downtown area, to maximize on-street parking availability, snow is plowed towards the center median. For narrow streets or other streets when conditions require, the City may choose to plow from one side to the other. The City shall not be responsible for plowing snow from any private driveways or sidewalks.

The snow plowed into the center medians will be removed the following morning after all streets have been plowed. If snow plowed into the center median doesn't cause any safety concerns the removal of snow might be delayed. Hauling shall not be conducted Friday evening or Saturday evening unless abnormal conditions warrant the removal.

Where space does not allow for snow to be pushed or piled outside the driving lanes, the City may remove the snow by hauling. Timing of such hauling shall be at the discretion of the City.

## 5. Snowplowing Priorities

The City of Monticello's snowplowing priorities are as follows:

1. Fire Hall
2. High volume major collector roads, roads with steep hills and curves, roads serving commercial businesses.
3. City parking lots serving businesses.
4. Residential streets.
5. Remaining City parking lots and grounds.
6. Sidewalks and pathways.

## 6. Salting and Sanding

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

## 7. Street Plow Routes

The Street Superintendent and plow operators will determine plow routes and sequencing of operations. Plow routes are created for primary and secondary routes utilizing the priorities listed above. Primary and Secondary street plow route maps are included in Appendix A.

## 8. Sidewalks, Pathways and Parking lots

The City will plow some sidewalks and pathways in the City as can be seen in the map included in Appendix B. The goal is to have the sidewalks clear of snow within 24-hours of the end of a 2 inch or more snowfall event and 36-hours for pathways at the end of a 2 inch or more snowfall event. The City does not provide ice control on sidewalks and pathways.

The following *public parking lots* are maintained by the City:

Fire Hall parking lot	Ellison Park parking lot
Community Center parking lot	East Bridge and West Bridge Park parking lots
Park shop parking lot	Meadow Oak Park parking lot
Commuter parking lot – Deegan Ave	Montiview Park parking lot
Block 34 parking lot (old DMV)	Bertram Park – school entrance
Block 35 parking lot	Trailhead parking lot
DMV parking lot	Public Works parking lot
Hi-Way Liquor parking lot	Fibernet head end building parking lot
Animal Shelter parking lot	Riverside Cemetery internal roads
4 <sup>th</sup> St Park parking lot	

## 9. Winter Parking Regulations

No parking on any City street between 2 a.m. and 6 a.m. when winter precipitation is expected.

The City participates in an Alert Center and NO PARKING on any City street will be allowed when a snow event has been declared. Residents are encouraged to sign up to receive these important notifications.

The Wright County Sheriff's office is responsible for enforcing these winter parking regulations.

## 10. Responsibilities of Residents

This policy has identified streets, sidewalks, pathways and parking lots the City will clear. Residents will also have certain responsibilities. All sidewalks within the city limits shall be cleared of snow by the property owner as indicated by Ordinance Title 9, Chapter 92, Section 92.30 requiring snow to be removed within 48 hours following the end of a snow event. Residents will have to clear their own driveways, clear an area for trash cans, and clear around mailboxes adjacent to the property. Trash cans must not be placed on the street surface or sidewalk.

## 11. Damage to Personal Property

Mailboxes should be constructed sturdily enough to withstand snow rolling off a plow or wing. Mailboxes that are damaged by actual contact with City equipment, will be considered for compensation at City expense. Compensation for mailboxes and posts shall be for materials only with a maximum allowable reimbursement of \$150 per single family residential mailbox and a maximum allowable reimbursement of \$200 per cluster mailboxes. Damage to trees, shrubbery and other landscaping will not be considered for compensation unless located beyond the boulevard or private property. The City will re-seed plow disturbed areas of the boulevard in the summer months when staffing and workload permits.

## 12. Deviation from Policy

The Street Superintendent may deviate from this policy when in his or her judgement it is in the best interest of the City or is necessary because of budget needs or other circumstances. Any deviations will be documented and considered for policy modifications periodically.

## 13. Pollution Control and Prevention Practices

### Preparation

- Store de-icing material under a covered impervious storage area indoors or in an area where water coming off the de-icing materials is collected and delivered to the sanitary sewer or reused as salt brine to implement practices to reduce exposure when transferring material from salt storage areas (e.g. sweepings, diversions, and/or containment).
- Slope loading area away from storm drain outlets.
- Design drainage from loading area to collect runoff before entering stormwater system.
- Washout vehicles (if necessary) in approved washout area before preparing them for snow removal.
- Calibrate spreaders to minimize amount of de-icing material used and still be effective.
- Provide vehicles with spill cleanup kits in case of hydraulic line rupture or other spill.
- Train employees in spill cleanup procedures and proper handling and storage of de-icing materials.

## Process

- Load material into trucks carefully to minimize spillage.
- Periodically dry sweep loading area to reduce the amount of de-icing materials exposed to runoff.
- Distribute the minimum amount of de-icing material to be effective on the roads.
- Do not allow spreaders to idle while distributing de-icing materials.
- Park trucks loaded with de-icing materials inside when possible.

## Clean Up/Follow Up

- Sweep up all spilled de-icing material around loading area.
- Clean out trucks after snow removal duty in approved washout area.
- Provide maintenance for vehicles in covered areas.
- If sand is used in de-icing operations, sweep up residual sand from streets when weather permits.

# Appendix A

## Primary and Secondary Streets

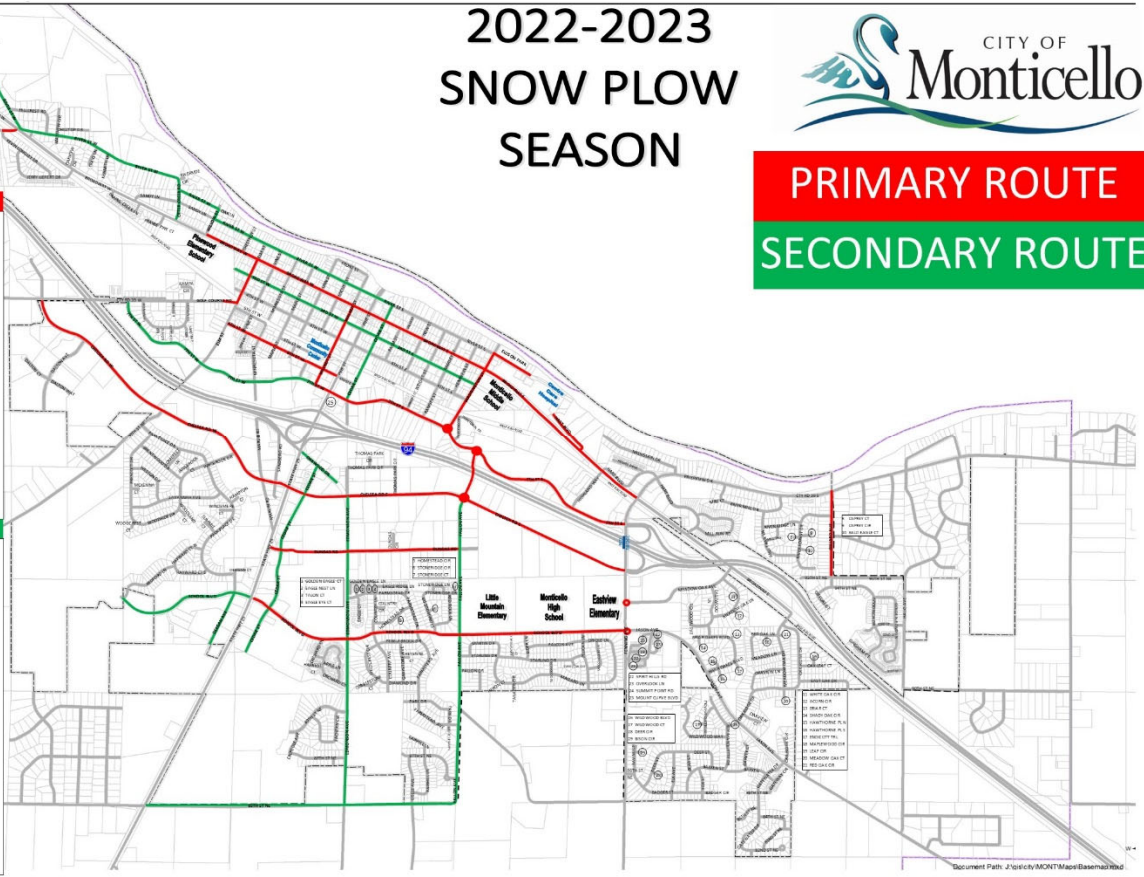
# 2022-2023 SNOW PLOW SEASON



**PRIMARY ROUTE**

**SECONDARY ROUTE**

PRIMARY SNOW ROUTES	
<b>CSAH 39 WEST</b>	Public Works Bldg to Broadway W
<b>6<sup>TH</sup> STREET WEST</b>	Elm St to TH 25
<b>BROADWAY</b>	Willow St to Meadow Oak Dr
<b>PRAIRIE ROAD</b>	Broadway W to Kevin Longley Dr
<b>GILLARD AVENUE</b>	CSAH 39 E to 95 <sup>TH</sup> St (due to topography)
<b>HART BOULEVARD</b>	Mississippi Shores to WWTP to Broadway E
<b>RIVER STREET EAST</b>	Washington St to Centre Care Health
<b>WASHINGTON STREET</b>	River St E to 7 <sup>TH</sup> St E
<b>ROUNDAABOUT</b>	Meadow Oak Ave & Fenning Ave (CSAH 18)
<b>SCHOOL BOULEVARD</b>	TH 25 to Fenning Ave (CSAH 18) include roundabout
<b>WALNUT STREET</b>	Broadway W to 7 <sup>TH</sup> St W
<b>DUNDAS ROAD</b>	TH 25 to Fallon Ave
<b>FALLON AVENUE OVERPASS</b>	7 <sup>TH</sup> St E to Chelsea Rd E
SECONDARY SNOW ROUTES	
<b>3<sup>RD</sup> STREET</b>	Chestnut St to Washington St
<b>7<sup>TH</sup> STREET WEST</b>	Walnut St to CSAH 39 W
<b>CEDAR STREET</b>	River St E to 7 <sup>TH</sup> St E
<b>CEDAR STREET SOUTH</b>	Oakwood Dr to dead end
<b>EDMONSON AVENUE</b>	Chelsea Rd to 85 <sup>TH</sup> St NE
<b>CHELSEA ROAD</b>	CSAH 39 W to Fenning Ave
<b>FALLON AVENUE</b>	Chelsea Rd to 85 <sup>TH</sup> St NE
<b>85<sup>TH</sup> STREET NE</b>	Fallon Ave to TH 25
<b>DEEGAN AVENUE</b>	School Blvd to commuter parking lot
<b>RIVER STREET WEST</b>	2271 River St W (Xcel ballfields) to TH25
<b>OTTERCREEK ROAD</b>	CSAH 75 to River St W
<b>OAKWOOD DR</b>	TH 25 to culdesac
<b>SCHOOL BLVD</b>	TH 25 to dead end (beyond city water tower)



# Appendix B

## Primary and Secondary Sidewalks and Pathways

