



# Eureka Springs, Arkansas

## **SNOW AND ICE REMOVAL POLICY**

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## **SNOW AND ICE CONTROL OPERATIONAL PROCEDURE**

## **STREET DIVISION**

### **SNOW AND ICE CONTROL OPERATIONAL PROCEDURE**

The purpose of this operational procedure is to outline the City of Eureka Springs Street Divisions plan of action concerning snow and ice control. Our intent is to provide a uniform understanding of the priorities and procedures used to combat snow and ice related road conditions.

Weather information will be monitored for temperature estimates, predictions of snow depth, moisture amounts, winds, etc.

During periods of freezing rain or snow, roadway surfaces will be monitored by the Director of Public Works, Deputy Director of Public Works, Public Works Manager, and by the Police Department.

Treatment and/or plowing decisions shall be made by the Director of Public Works, Deputy Director of Public Works, or the Public Works Manager depending upon their evaluation of the available information and their observations of conditions.

When freezing rain or drizzle adheres to roadways, application of sand/salt mixture will begin by treating Priority I Streets. Treatment of Priority II streets will follow.

The application of chemicals and abrasives can melt up to two (2) inches of snow. When there are more than two (2) inches of snow, the sand/salt mixture shall be applied after plowing operation is completed. Plowing should commence when the accumulation of snow on the roadway itself exceeds two (2) inches. This roadway accumulation is generally independent of the total accumulation of snow due to climatological conditions, traffic considerations and the application of chemicals to melt the snow and ice. Snow plowing will be continued uninterrupted until Priority I and II streets have been completely covered. Exception could be if Priority I streets need additional plowing prior to completion of Priority II streets. Continued monitoring and treatment of problem areas will continue until streets involved are reasonably clear, safe for travel, and/or further treatment will not be beneficial.

Streets that are too dangerous for staff to maintain may be closed until the conditions become safe.

Citizens with request or input regarding snow and ice related actions should call the City of Eureka Springs Public Works Department at (479) 253-9600 or the City of Eureka Springs Police Department at (479) 253-8666.

## **NOTIFICATION OF STREET DIVISION EMPLOYEES:**

When weather conditions warrant, the Public Works employees shall notify the Public Works Manager where they can be reached outside normal working hours.

When the decision to begin a snow and ice control operation is made, the Director of Public Works, Deputy Director of Public Works, or the Public Works Manager will call needed personnel to work. When a snow or ice control emergency has been initiated all Public Works employees, except those on vacation out of town, will be required to report to work.

## **DESIGNATING SNOW AND ICE CONTROL EMERGENCY:**

The Director of Public Works is responsible for determining if a snow or ice control emergency should be designated. That determination shall be passed along to the Mayor for informational purposes. Whenever a snow or ice control emergency is initiated, the Director of Public Works shall contact the Mayor with the information and any corresponding instructions. The traveling public must be made aware that such winter conditions dictate extreme caution. Advise people not to be out unless an emergency arises, and they must be on the streets, advise them of current road condition, actions that have been taken and planned actions. They need to watch for salting/snow removal equipment (which might need to be backing or turning in traffic) as well as restricted sight distances at intersections. Businesses contracting for snow removal should advise their contractors to pile snow in the corner of their parking lots, and that snow shall not be pushed into the street.

The Director of Public Works will consider the following factors for initiating a snow or ice control emergency:

1. Blizzard conditions – high winds and drifting snow
2. Snow accumulation greater than eight (8) to ten (10) inches with more snow forecasted.
3. Snow accumulation greater than ten (10) inches with no more snow forecasted.
4. Severe ice storm.

Each storm is different and factors such as storm intensity and duration, wind, temperature, and moisture content affect the total amount of snow/ice accumulation and influence if a snow or ice control emergency exists. All of these factors will be taken into consideration before a snow or ice control emergency is initiated.



## **REQUEST FOR ASSISTANCE FROM OTHER DEPARTMENTS:**

Each October the Public Works Director will request from other departments a list of qualified personnel to operate snow and ice control equipment. During the month of October these qualified personnel will be trained on the appropriate equipment.

The Public Works Manager will request assistance from the Other departments when the snow and ice conditions become more than the Public Works Department can handle. The Public Works Manager will make this request thru the Director of Public Works and/or the appropriate department supervisor.

## **PRETREATMENT AND BEET JUICE (BRINE) APPLICATION:**

**Decision to Pretreat.** Streets shall be pretreated with a premixed brine treatment 24 to 48 hours prior to a predicted snow or ice event. Brine shall not be applied if rain is predicted prior to the snow or ice event.

**Pretreatment Coverage.** The brine will be applied at a rate sufficient to cover the entire street surface without any of the brine running off the road surface. This application shall be sufficient to provide the safest possible roadway for the Citizens of Eureka Springs and the motoring public.

**Mixture.** The brine juice shall be purchased and stored in a mixture that will work with the equipment available to the Public Works Department and shall not provide harm to any receiving areas or bodies of water.

**Speed.** Brine applicator trucks will operate at a speed sufficient to keep up with traffic but in no case shall it exceed 15 m.p.h.

**Traffic Safety.** Brine applicator trucks will work streets in the same direction as normal traffic flow. Trucks shall not go against normal traffic flow unless specifically authorized by the Public Works Manager. While operating, all trucks will have yellow beacon lights operating. Trucks will avoid broadcasting sand/salt on vehicles or pedestrians.

**Feedback During Course of the Sand/Salt Operation.** The operators shall maintain radio or phone contact with the supervisor advising of any conditions that dictate needed change in operation.

## **SAND / SALT PROCEDURES:**

Sand and salt are the traction aids used by the Public Works Department on the roadways.

**Decision to Sand/Salt.** The application of chemicals and abrasives can melt up to two (2) inches of snow. When more than two (2) inches of snow the sand/salt mixture shall be applied after plowing or grading operations are completed.

Routine application of the sand/salt mixture shall normally begin in the 5-6 AM time frame in order to provide maximum benefit to the AM rush hour traffic. Special emphasis is to be placed



on the intersections and other identified areas where maximum vehicle control is required by the operator to maintain a safe roadway.

When temperature conditions are less than fifteen (15) degrees Fahrenheit, only sand shall be applied. Below this temperature the salt is ineffective at melting ice and snow on the roadways.

**Sand/Salt Coverage.** Application rates shall be adjusted to match the street conditions generated by each storm. This application shall be sufficient to provide the safest possible roadway for the Citizens of Eureka Springs and the motoring public.

**Mixture.** The normal sand/salt mixture utilized is one (1) part salt to five (5) parts sand. Under some conditions sand or salt may be utilized as the only material used to aid traffic movements.

**Speed.** Sand/salt trucks will operate at a speed sufficient to keep up with traffic but in no case shall it exceed 15 m.p.h.

**Traffic Safety.** Sand/salt trucks will work streets in the same direction as normal traffic flow. Trucks shall not go against normal traffic flow unless specifically authorized by the Public Works Manager. While operating, all trucks will have yellow beacon lights operating. Trucks will avoid broadcasting sand/salt on vehicles or pedestrians.

**Feedback During Course of the Sand/Salt Operation.** The operators shall maintain radio or phone contact with the supervisor advising of any conditions that dictate needed change in operation.

#### **SNOWPLOW PROCEDURES:**

**Decision to plow.** The decision to commence snowplowing operations will be made by the Director of Public Works or in his/her absence, the Deputy Director of Public Works, or the Public Works Manager. Snow plowing should commence when the accumulation of snow on the roadway itself exceeds two (2) inches.

**Street Clearance.** Snow plowing operations will remove snow from the center of the street to the flow line of the curbs whenever possible. If not possible, the plows will remove snow from the flow line of the curb to the center of the street.

**Configuration.** Plows will plow in a gang mode with the second plow at least 100 feet behind the first plow.

**Speed.** Plows will operate at a speed sufficient to maintain momentum but in no case shall exceed 15 m.p.h.

**Traffic Safety.** Plows will plow streets in the same direction as normal traffic flow. Plows should not plow against normal traffic flow unless specifically authorized by the Director of Public Works, Deputy Director of Public Works, or Public Works Manager. In such cases operators will use all due caution. While operating, all plow equipment shall have yellow beacon lights operating.

**Parked Cars, Pedestrians and Moving Vehicles.** Plows will take precautions to avoid damaging or endangering parked cars, moving vehicles or pedestrians. However, plows should plow a distance reasonably close to parked cars so that snow does not remain on the driving surface of the roadway.

**Intersections.** Snow removed from intersections shall be piled on the corners of the intersection but shall not be of sufficient height to cause visual obstruction for vehicles entering the intersection.

**Feedback During Course of the Plowing Operation.** The plow operators shall maintain radio or phone contact with the supervisor advising of any conditions that dictate needed change in operation.

#### **PRIVATE CONTRACTORS:**

If conditions are such that city crews cannot clear the priority streets due to very heavy snowfall, private contractors may be hired to assist in removal efforts. This step shall be taken only with the authorization of the Mayor. The Street Division will maintain a list of local private contractors who would like to contract snow removal in emergency situations. The equipment size, make, price and who to contact will be recorded for each contractor. List to be updated each year and kept on file at the Public Works Manager office.

#### **RESIDENTIAL STREET POLICY:**

The current policy of the City of Eureka Springs does not provide for snow removal on residential streets unless deemed necessary for emergency operations.

#### **CITY PARKING LOT SNOW REMOVAL PROCEDURE:**

Once all other snow removal operations are completed snow may be removed from parking lots to reduce the icing, water damage or other inconveniences to the parking lot users which could result from the snow storage piles.

**Begin Operations.** After plowing and or grading operations have been completed operators of the loaders shall begin removal of snow from City parking lots. If parking lots are not able to be fully cleared due to parked cars, a second clearing may be scheduled by the Public Works Manager the following day to begin at an hour early enough to complete the work by 8:00 AM.

**Procedure.** Snow shall be shoved to designated pile locations where it shall be left to melt or hauled off. The pile locations are set so that visibility to cars moving in and around the parking lots shall not be obstructed.

**Traffic.** Operators shall exercise care, particularly where loading, to avoid injury to vehicles or persons.

## SNOW/ICE CONTROL – PRIORITY STREET LISTING

### **PRIORITY I:**

- |   |   |  |
|---|---|--|
| • Passion Play Road   | - | East Van Buren to Magnetic Drive       |
| • Magnetic Drive  | - | Passion Play Road to North Main Street |
| • Mill Hollow Road  | - | East Van Buren to North Main Street    |
| • East Mountain Drive                                       | - | East Van Buren to Echols Street        |
| • Echols Street   | - | East Mountain Drive to Council Street  |
| • Council Street  | - | Echols Street to Hale Street           |
| • Hale Street   | - | Council Street to Flint Street         |
| • Flint Street  | - | Hale Street to North Main Street       |
| • Spring Street   | - | North Main Street to Ellis Grade       |
| • Crescent Grade  | - | Spring Street to Prospect Avenue       |
| • Prospect Avenue   | - | Ellis Grade to White Street            |
| • White Street  | - | Prospect Avenue to Washington Street   |
| • Summit Street   | - | Kings Highway to White Street          |
| • Kings Highway   | - | Summit Street to West Van Buren        |
| • Pivot Rock Road   | - | West Van Buren to Dairy Hollow Road    |
| • Dairy Hollow Road   | - | Pivot Rock Road to Grand Avenue        |
| • Grand Avenue  | - | Dairy Hollow Road to North Main Street |
| • Center Street   | - | North Main Street to German Alley      |
| • Cushing Street  | - | German Alley to Cliff Street           |
| • Bridge Street   | - | Cliff Street to Hillside               |
| • Hillside Street   | - | Kimberling to North Main Street        |
| • Streets Around Schools, Police Station, and Fire Stations |   |  |
| • Police Department   | - | Parking Lot                            |
| • Eureka Springs Hospital                                   | - | Parking Lot                            |

### **PRIORITY II:**

- City Parking Lots
- Transit Stop Pull Outs

### **ARKANSAS DEPARTMENT OF TRANSPORTATION (ArDOT):**

- West and East Van Buren (Highway 62)
- North Main Street (Highway 23)
- Huntsville Road (Highway 23)







# Eureka Springs Snow/Ice Removal

## City of Eureka Springs

### Street Division

