

GUIDELINES FOR SNOW PLOWING AND ICE CONTROL
FOR THE VILLAGE OF DENMARK

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Common rock salt mixed with sand spread on the pavement can effectively lower the freezing point of the liquid and easily melt a thin ice cover or break or prevent the bond of thicker ice and packed snow making the snow/ice accumulation ready for mechanical removal with a plow.

For economic reasons the Village does not maintain a “bare pavement” policy for all of its 13.40 miles of road. There are different classes of streets, each with different approaches for snow plowing and ice control to achieve traffic safety. It would not be economically feasible to keep all roads completely free of all snow on a continuous basis.

Excessive salt can also have a negative effect upon individual property owner’s concrete driveways therefore the spreading of salt in residential areas needs to balance concerns for neighborhood traffic safety with those concerns residents have about concrete driveways.

For environmental reasons, the Village stores and handles salt with utmost concern that the spreading of salt for snow and ice control is done properly. Salt and dissolved chlorides can leach into the groundwater if not properly stored or spread. Salt can have negative impacts on soil, vegetation and water, as well as the influence of residues on the behavior of animals. Corrosive impacts on steel in automobiles, bridges and concrete reinforcing bars are also a concern. The Village insists on the careful use of salt in order to retain the public’s confidence that the Village is a prudent user of both salt and other chemicals used for winter maintenance.

The Village continues to emphasize the need to provide for winter road safety and to keep in mind the concerns of individual property owners as well as the environment therefore the Village has decided to maintain its roads during the winter months with the prudent use of chemicals.

NO PARKING

As the Village does not have the staff to contact individuals who decide to park on Village streets between the hours of 2:00 a.m. and 6:00 a.m. in order to ask them to move their vehicles so that the plowing of snow can occur any driver who violates the local on-street overnight parking ordinance in effect during the winter months (November 1st to April 1st) faces a monetary fine for each offense as well as the cost involved with the of towing of said vehicle.

NO SHOVELING OF SNOW INTO STREETS/ROADS

It is illegal according to Village ordinance to relocate snow into the right-of-way (this includes both residential and commercial snow plowing, blowing and shoveling operations). Violators face a monetary fine for each offense.

GENERAL

The removal of snow shall be accomplished through the use of three (3) Village vehicles used for snow removal along with the assistance of a private contractor hired on a competitive basis by the Village when needed or necessary. Village employees are conscientious of their duties and the general public should attempt to be understanding and recognize

that they are following Village-approved/mandated general guidelines. All residents should further note that the main vehicular corridors in the Village (Hwy KB, DePere, Main and Wisconsin) are the responsibility of the Brown County Highway Department and not the Village.

Snow control should continue through the length of the stormy period or until service level expectations have been achieved. Two (2) -way traffic should be maintained during a storm.

Plowing and salting will be done using a strategy that is responsive to the type of snowfall, intensity of the wind, temperature and traffic density.

The Village of Denmark Public Works Department is responsible for maintaining all Village streets and roads. At this time there are 13.40 miles of streets or a total of 26.80 lane miles. On average, four (4) to four and one-half (4 ½) tons of salt are applied to village streets per storm event (or 299 to 336 pounds per lane mile). However, Village-owned trucks are not presently equipped with measuring devices or chemical spreader systems.

SHOULDERS/CURBS

Generally, a light accumulation of snow on Village street shoulders is not considered hazardous and time will not be taken to remove it until weather conditions warrant or allow that such street shoulders be cleared.

The Village plows from curb to curb during all winter storms. In the event of a heavier than normal snow season Village roads will be kept as wide as possible. If the road is not wide enough for two (2) vehicles to pass one another at the same time every effort will be made by the Village to remove the excess snow as soon as possible.

Whenever the snow depth reaches between five (5) to six (6) inches or three (3) to four (4) inches of wet snow the Village shall cut a path through all Village streets and then, later, go back to widen said streets. The slating of streets shall occur whenever there is less than two (2) inches of snow which will prevent the snow from being “packed” down and turning to ice. Unfortunately this does create some issues with slushy conditions until the salt has had time to work completely.

CALL OUT PROCEDURES

The Brown County Highway Department has an official snow plan with call out procedures. Any concerns regarding County highways that are within the Village should be forwarded to them at (920) 492-4925.

Village employees monitor inclement weather conditions and respond to such appropriately. Potential sources for weather forecasting include local weather stations, radio and contacting weather forecast services. Village employees evaluate such forecasts and review all necessary information obtained from Brown County in order to properly respond to a storm.

Both the Village President and the Village Administrator have the authority to order call outs or additional clean up services. Both can also order special assessments to be charged for any additional services provided.

Further, informal discussions between Department of Public Works employees and the Chief of Police for Denmark serve to aid in the overall improving of snow removal services.

PROVIDING INFORMATION

Village Public Works staff shall keep the Village Administrator fully advised of storm related problems as requested. Village staff shall supervise the storm from the field as much as practical. The Village Administrator shall provide the Village Board of Trustees, the general public and the media with information/issues as appropriate. When possible or practical any/all pertinent information will be uploaded onto the Village’s website (www.denmarkwi.org).

PROCEDURES PRIOR, DURING AND AFTER A WINTER SNOW STORM EVENT

A wide range of ice and snow conditions imposes an equally wide range of possible responses. The following “concepts for actions” should be carried out prior, during and after a winter storm event in three (3) temperature ranges.

- PRIOR: Plow – check equipment for safety concerns. Salt – monitor supply in order to have sufficient salt supply readily available.
- DURING (SLEET OR SNOW – RISING TEMPERATURE): Plow – if the depth requires. Salt – only after the street has been plowed or in those known slippery/treacherous areas created by traffic flow.
- DURING (FALLING TEMPERATURE): Plow – if the depth requires. Salt – no salting if temperature is below ten (10) degrees F. Sand – apply a salt and sand blend in those locations where salting would be ineffective.
- AFTER: Plow – first priority until temperature rises. Salt – no salting until road is cleared except in those slippery, treacherous areas as needed.

GUIDELINES FOR THE OPERATION OF EQUIPMENT

All snow removal equipment will be checked to ensure equipment and safety lights are working in good order prior to leaving the garage. Driveways are not to be opened by the Village. Homeowners/occupants are responsible for opening their driveways and removing the windrow.

MAILBOXES

Any mailbox damaged by coming into contact with the snow plow shall be reported to the Village Police Department or the Village Hall (920) 863-6400. Said mailbox shall be either repaired or, if necessary, replaced at the Village's expense. The Village is not responsible for any mailbox either damaged or destroyed that occurs from snow coming off the blade. Upon occasion an equipment driver may unintentionally encroach upon a property during the snow plowing of a roadway or cul de sac. In such situations either the driver or the property owner should notify the Village Hall about the lawn damages and the Village will review the matter and when appropriate/warranted will arrange to have the lawn repaired in early spring of the year.

All mailboxes must be installed in accordance with the United States Postal Guidelines. If any damages or destruction occur to a mailbox not installed in accordance with such postal standards the Village will not be responsible for any repairs or replacement.

Mailboxes that lean toward the street past the back edge of the curb or that has decorative items that cross the back edge of the curb are considered to be non-compliant. Further, the Village will not be responsible for damages if the mailbox has inadequate materials such as a rotted wood post or rusted posts. Residents need to ensure that their mailbox is secure as well as compliant before winter.

If damage occurs to a properly installed, compliant mailbox due to municipal snow removal operations the Village will be responsible for said repairs to include labor and the costs of materials to a maximum of \$75.00.

Homeowners are reminded to clear snow away from the mailbox areas after each plowing. Snow that remains in front of the mailboxes will get compacted by Post Office vehicles resulting in the possible non-delivery of mail and make subsequent plowing by the Village less effective.

FIRE HYDRANTS

All property owners that have a fire hydrant located on their property or adjacent road right-of-way shall be responsible for the removal of all snow and ice within a two (2) foot radius around said fire hydrant. Clearing of any ice/snow shall be done within the twenty-four (24) hour period from the last snowfall. Any fire hydrant located on a lot line shall be the responsibility of the property owner to the north or to the east to ensure that the fire hydrant is clear of snow and ice.

ROUTES FOR SNOW REMOVAL

Curb to curb snow removal shall be accomplished by Village employees and/or other service providers (private contractors, Brown County) following prescribed routes. These routes are as follow:

- FIVE (5) YARD TRUCK WITH WING: Railroad Avenue, Highridge Avenue, Diamond Ridge Circle, Ridge Park Court, Lee Street, Johnston Street, Scandinavian Court, Danish Way, North Avenue, Kellner Street, S. Wall Street,

Hagar Road, Bohemia Drive, Kvitek Road, Schlies Lane, Prospect Street, Chicago Street, Grand Avenue, Mahlik Lane, Pleasant Avenue, Church Street, Jacob Drive, Carlsburg Court, Tivoli Trail, Melissa Court, Steven Court, Kelly Drive, Park Lane, the Veterans Memorial Park and the Central Business District parking lot. Merchants require the parking lot for off-street parking to be cleared by the time their establishment opens.

- **LOADER:** Broadway, Green Bay Road, St. Claude Street, Solvang Lane, Woodrow Street, Jorgenson Street, Pine Street, Maiden Lane, Oak Court, Woodrow Court, Elaine Court, Harvest Hill Drive, Foxpath Trail, Hidden Hollow Court, Danish Way, Kronborg Court, Feucht Road and Copenhagen Lane.
- **ONE (1) TON:** Hershman Avenue, Garden View Lane, S. St. Claude Street, Lynch Avenue, William Avenue, Dworak Avenue, the water tower, Well #3 and the Wastewater Treatment Plant.
- **BROWN COUNTY:** Hwy. 96, County Trunk N (North Wall), County Trunk KB, DePere Road and Wisconsin Avenue.
- **JOHN DEERE (BLOWER OR BROOM):** Sidewalks, Downtown merchant area covered under “cross-lease use” parking lot agreement (merchants require sidewalk to be cleared by the time their establishment opens) and various other small additional areas throughout the Village.

SIDEWALKS

Section 8.05 of the Village Municipal Code requires homeowners, property owners and or occupants to promptly remove all snow and ice from the front of their property. If a property owners, etc. fails to remove all snow from their sidewalk within twenty-four (24) hours from the last snowfall the Village shall use its Public Works staff to remove the snow and will bill the owner at a rate of \$80.00 per hour. Any unpaid charges will be assessed against the property at the end of the year.

Village owned properties with sidewalks shall also be clear of snow and ice. The Public Works staff shall remove snow from sidewalks located at the following areas:

- Central Business District parking lot and sidewalks per the “cross-lease use” agreement.
- Sidewalks in front of the Veterans Memorial Park (Wisconsin Avenue). The Veterans organization to be billed for service.
- Both sides of the railroad tracks on Main Street (the state will be billed).
- Sidewalk in front of the Public Works Garage (also containing the Village Police Department and offices for the Municipal Court) at 135 Main Street.
- Sidewalks/pavement around the yellow shelter building in the Veterans Memorial Park. The Veterans organization to be billed for service.
- Trails Head area and sitting areas.
- The sidewalk in front of the road stub area of Danish Meadow Lane on North Road Avenue.
- The sidewalk and driveway at Well #2 on Grand Avenue.

The Public Works staff will not clear snow on sidewalks from the front of any homeowner’s sidewalk when driving equipment from one (1) location to another to clear snow from those properties identified as being the Village’s responsibility to keep clean.

The Public Works staff shall utilize motorized snow removal equipment (John Deere) whenever possible to reduce the amount of time it would take to achieve snow removal manually and in order to reduce the risk of injuries to staff.

SNOW PLOWING/WASTEWATER TREATMENT PLANT

The staff at the WWTP will be responsible for the plowing and salting of the wastewater treatment plant roads and Well #3. The primary job of the Public Works staff in this matter is to provide safe roads and sidewalks for the Village at large.

GUIDELINES FOR THE USE OF SALT, SAND, MIXTURE OR OTHER APPLICATIONS

Different weather and road conditions will necessitate different responses to a variety of weather and road conditions. The following conditions are listed with suggested responses:

CONDITIONS

SUGGESTED SALT, SAND, MIXTURE OR OTHER APPLICATIONS TO BE USED IN RESPONSE TO CONDITIONS

Snow less than 2"

Salt

Ice – below 10 degrees

Sand/salt mix of 1 to 5 ratio

Snow above 2" and over 10 degrees

Plow then salt

Snow above 2" and under 10 degrees

Plow then sand/salt 1 to 5 ratio

ICE CHUNKS/BOULDERS/GRAVEL/DEBRIS FROM ROAD

The primary responsibility of the Public Works Department in this situation is to remove snow from Village road surfaces. Upon occasion weather conditions may create large ice chunks that can unintentionally be thrown into lawn areas. Property owners are responsible for the removal of such ice chunks or other debris should they feel they need to be removed. Ordinarily the ice chunks will melt when the temperature returns to normal. The Village removes snow, ice and ice chunks from roadways and not off of private driveways, sidewalks or lawns.