



# City of Huntingburg

## Snow & Ice Removal Plan

## **TABLE OF CONTENTS**

- I. Introduction**
- II. Scope of Responsibility**
- III. External Communications**
- IV. Vehicle and Equipment Preparation**
- V. Weather Monitoring**
- VI. Treating the Roads**
- VII. Hours of Operation**
- VIII. Streets Cleared by Rank**
- IX. Snow Emergency Routes**
- X. Assistance to Residents**
- XI. Ways to Help**
- XII. Frequently Asked Questions**
- XIII. Appendix**
  - 1. Quadrant Maps**
  - 2. Snow Emergency Route Map**

## **I. Introduction**

The purpose of the Snow and Ice Removal Plan is to communicate the process for snow and ice removal for the City of Huntingburg. The goal of the Street Department is to remove snow and ice from our roadways as quickly and efficiently as possible while keeping roads open and essential traffic moving. With proper preparations of monitoring storm forecasts, personnel, equipment and deicing materials, the expected result can usually be achieved. However, flexibility is needed to adjust to the variety of circumstances and conditions during a snow or ice storm.

## **II. Scope of Responsibility**

- The City of Huntingburg Street Department is responsible for the snow and ice removal of the 42 miles of streets and alleys within the city limits.
- U.S. 231 and IN 64 are handled by the Indiana Department of Transportation (INDOT).
- The City does not remove snow and ice from private streets, parking lots or driveways.
- The City is not responsible for snow and ice removal from sidewalks. City of Huntingburg residents are asked to take care of the sidewalks on their property.
- All City parks including walking trails, parking lots and driveways are the responsibility of the Huntingburg Parks Department.
- All County roads are the responsibility of the Dubois County Highway Department.

## **III. External Communications**

Prior to the beginning of the snow season, the Snow and Ice Removal Plan will be posted on the City's website ([www.huntingburg-in.gov](http://www.huntingburg-in.gov)).

Should circumstances determine that the Mayor declares a snow emergency; the media will be notified by the City of Huntingburg's Director of Community Development. For information on Snow Emergency Routes see Section IX.

#### **IV. Vehicle and Equipment Preparation**

All vehicles and equipment utilized in the snow and ice removal are inspected for readiness in advance of the snow season by the Street Department to ensure efficient operations for snow removal service. Below is a list of vehicles and equipment used by the Street Department for snow and ice removal:

- 1998 Dodge with snow plow
- 2003 Chevy with snow plow
- 2004 Chevy with snow plow
- 2014 Dodge with snow plow
- 2011 Ford with snow plow & salt spreader
- 2012 Ford with snow plow & salt spreader
- 2014 Ford with snow plow & salt spreader
- 2013 New Holland tractor with blade
- 2004 Case 580 Backhoe
- 2011 Case 580 Backhoe

#### **V. Weather Monitoring**

During snow and ice season, the Street Department continuously monitors the weather using a weather tracking system. These systems notify of the type of precipitation (snow, rain, sleet, etc.).

#### **VI. Treating the Roads**

Pre-treating the roads with salt brine, rock salt, or a mixture of rock salt and GeoMelt 55 is the first step in preparing for a snow event. The Huntingburg Street Department begins each winter weather season with approximately 100 tons of rock salt, 9,000 gallons of salt brine and 3,000 gallons of GeoMelt 55 on hand.

When the temperature is above 25 degrees Fahrenheit, salt can melt several inches of snow and prevent or reduce the bonding of compacted snow to the pavement surface. Salt is less effective at temperatures below 25 degrees. For lower temperatures, applying GeoMelt 55 in addition to salt or salt brine increases the overall deicing effectiveness of the salt.

Depending on the expected conditions, the Huntingburg Street Department will be proactive and apply salt brine or a mix of salt brine and GeoMelt 55 to the streets to prevent ice and snow from bonding.

## **VII. Hours of Operation**

During the snow season, the Huntingburg Street Department is on call 24 hours a day, 7 days a week. If the Street Department Superintendent or the Huntingburg Police Department determine slick or icy spots are developing on roadways, they alert the Street Department employees.

## **VIII. Streets Cleared by Rank**

Certain streets within the City of Huntingburg have been identified as primary streets. These streets have a higher traffic volume than others and need to be cleared first. The primary streets are listed below:

- Van Buren Street – from 1<sup>st</sup> Street to 22<sup>nd</sup> Street
- Chestnut Street – from U.S. 231 to Phoenix Drive
- Phoenix Drive – from U.S. 231 to CR 400 W
- CR 400 W – from Phoenix Dr to IN 64

The Street Department has divided the City into four quadrants. The four quadrants are shown on the maps labeled Appendix 1. After the primary streets have been cleared the Street Department employees are sent to the four quadrants and clear the streets running north to south and then east to west.

The Street Department along with the help of other City departments work together to clear Downtown 4<sup>th</sup> Street from Jackson Street to Geiger Street. The clearing of 4<sup>th</sup> Street includes the street, parking stalls and the sidewalks. Snow will not be piled on 4<sup>th</sup> Street. Once the employees have cleared 4<sup>th</sup> Street the snow will be hauled off.

## IX. Snow Emergency Routes

The Huntingburg Common Council has chosen certain roads as Snow Emergency Routes. Disabled or parked vehicles along these streets can cause problems when snow plowing is in progress. A list of the streets designated on the Snow Emergency Routes are listed below:

Street	Location	Parking Restricted
1 <sup>st</sup> Street	From Chestnut Street to Cherry Street	North Side
4 <sup>th</sup> Street	From Chestnut Street to Van Buren Street	North Side
4 <sup>th</sup> Street	From Walnut Street to Van Buren Street	South Side
9 <sup>th</sup> Street	From Van Buren Street to Shelby Street	North Side
12 <sup>th</sup> Street	From west corporate limits to U.S. 231	North Side
13 <sup>th</sup> Street	From Chestnut Street to U.S. 231	North Side
17 <sup>th</sup> Street	From Chestnut Street to U.S. 231	North Side
19 <sup>th</sup> Street	From 400 West to Van Buren Street	North Side
22 <sup>nd</sup> Street	From Chestnut Street to Van Buren Street	North Side
400 West	Within corporate limits	East Side
Cherry Street	From 1 <sup>st</sup> Street to Vogel Avenue	East Side
Chestnut Street	From U.S. 231 north to Phoenix Drive	East Side
Geiger Street	From 4 <sup>th</sup> Avenue to 6 <sup>th</sup> Street	East Side
Phoenix Drive	From 400 West to U.S. 231	North Side
Shelby Street	From 6 <sup>th</sup> Street to 9 <sup>th</sup> Street	East Side
Short 4 <sup>th</sup> Street	From Van Buren Street to Washington Street	North Side
Van Buren Street	From 1 <sup>st</sup> Street to 22 <sup>nd</sup> Street	East Side

During a snow emergency, the Huntingburg Police Department can remove, or have removed, a vehicle from an emergency route to help traffic movement and snow-removal efforts.

Vehicles are moved to an area selected by the Huntingburg Police Department. Car owners can retrieve their cars by calling the police department at 812-683-4111.

If you live on a snow emergency route, please be prepared to move your vehicle in the event of a snow or ice storm.

A map of the roads on the Snow Emergency Route can be found in Appendix 2.

## **X. Assistance to Residents**

Under no circumstances will a City employee be authorized to use a City owned vehicle to push, pull or tow a stranded vehicle from a roadway or parking lot. The employee should notify their department superintendent of any emergency situation encountered. City employees are not permitted to use a City owned vehicle to perform snow removal operations on privately owned, commercial or residential property.

## **XI. Ways to Help**

- **Clear snow from sidewalks as soon as possible.**

This is to prevent the snow from turning into an icy hazard for pedestrians, or forcing them to walk in the street.

- **Do not place snow removed from driveways or sidewalks onto the street.**

Removed snow should be deposited in your yard area, not on the street, if possible.

- **Clear snow around mailboxes.**

Sometimes snow plow crews are unable to get snow plowed all the way to the curb. Clearing the snow from your mailbox will allow mail delivery vehicles from blocking traffic.

## **XII. Frequently Asked Questions**

### **Why doesn't the City clear off sidewalks?**

The City of Huntingburg is not responsible for snow and ice removal on sidewalks except those within municipal facilities and Downtown 4<sup>th</sup> Street from Jackson Street to Geiger Street. The City relies on help from homeowners to keep the sidewalks around their property clear.

### **What if I have an urgent situation and can't get out of my driveway or parking spot?**

If you have a life-threatening emergency, please call 9-1-1. If you have an urgent but non-life-threatening medical situation, please call the non-emergency number for the City of Huntingburg Police Department at 812-683-4111.

**Can the Street Department help me shovel the snow surrounding my car?**

The Street Department is unable to help residents shovel the snow around their cars. In the event of potential snow or ice, vehicles should be moved off the street, if possible. However, in situations where parking off the street is not possible it is the resident's responsibility to clear the snow around their vehicles.

**If City employees can't help me shovel the snow, who can?**

Local radio stations or churches may have lists of businesses or individuals who are willing to help with snow removal.

**Why does the plow truck put snow in front of my driveway?**

City employees do not intentionally plow driveways shut. However, this can happen when large amounts of snow from driveways are pushed out into the street. To prevent this from happening please push snow to the downstream side of driveways or in your yard.

**Did the Street Department forget to plow my street?**

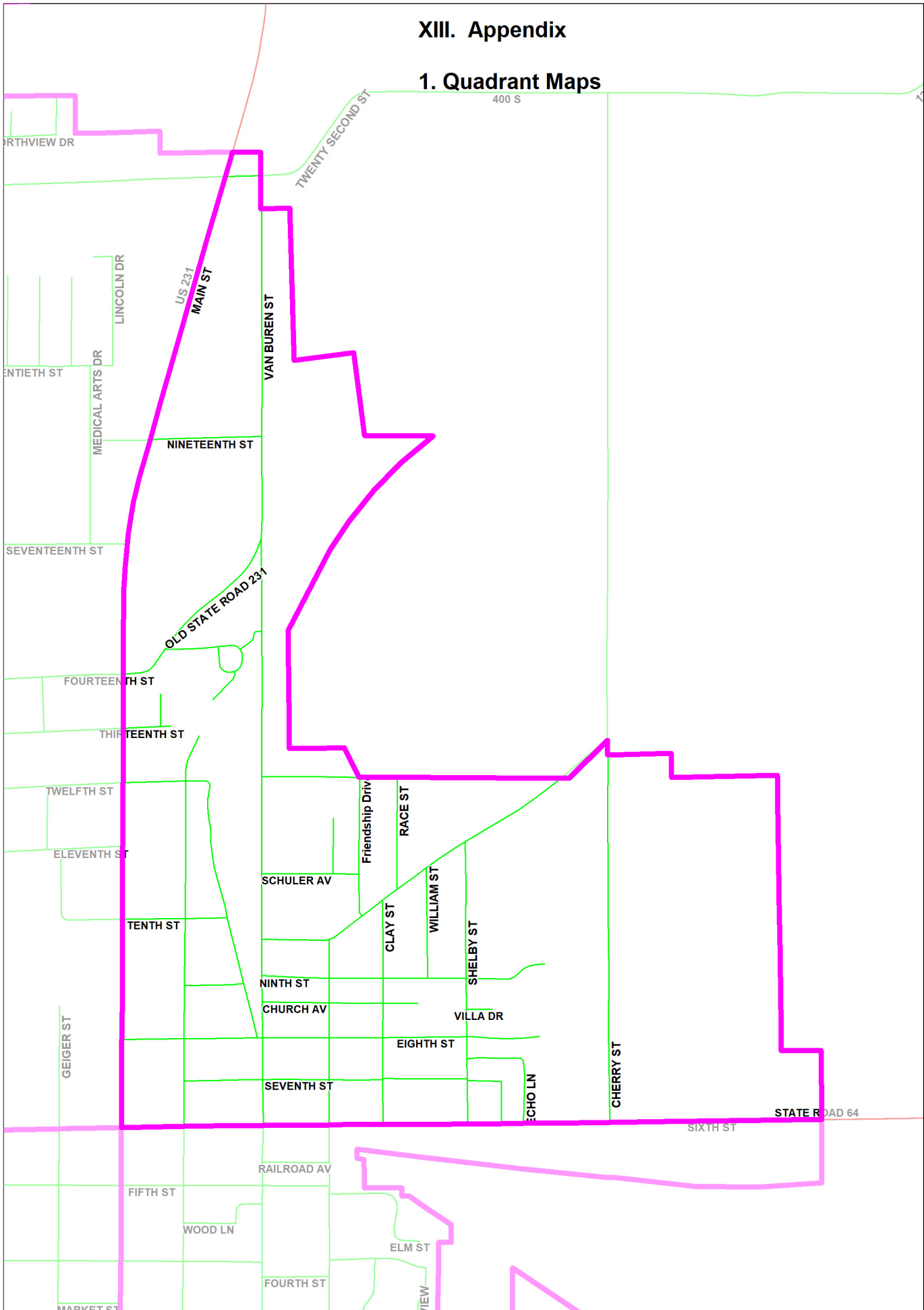
Crews work to make sure all City streets have had at least one pass by a plow. In the event of additional snowfall, the crews may be redirected to main roads. After primary roads have been cleared, crews will resume work on secondary roads. If you suspect your road has been inadvertently overlooked, please contact the Street Department Office at 812-683-4122.



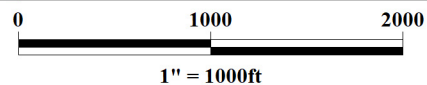
# XIII. Appendix

## 1. Quadrant Maps

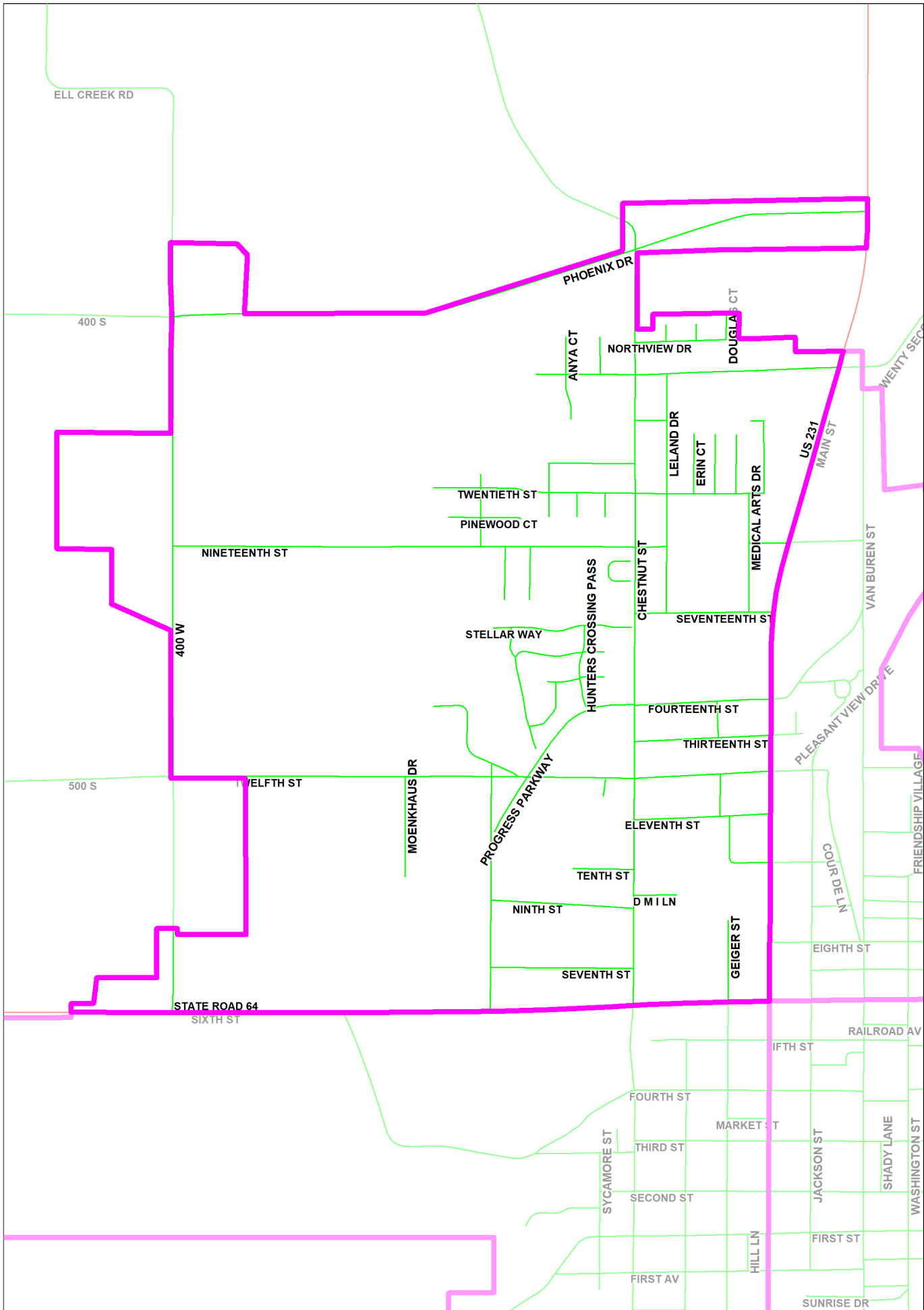
- Quad Map
- Roads
- Highways
- Quad Map



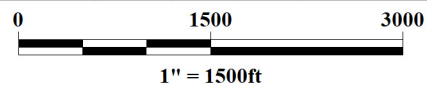
City of Huntingburg - NE Quadrant (Quad #1)

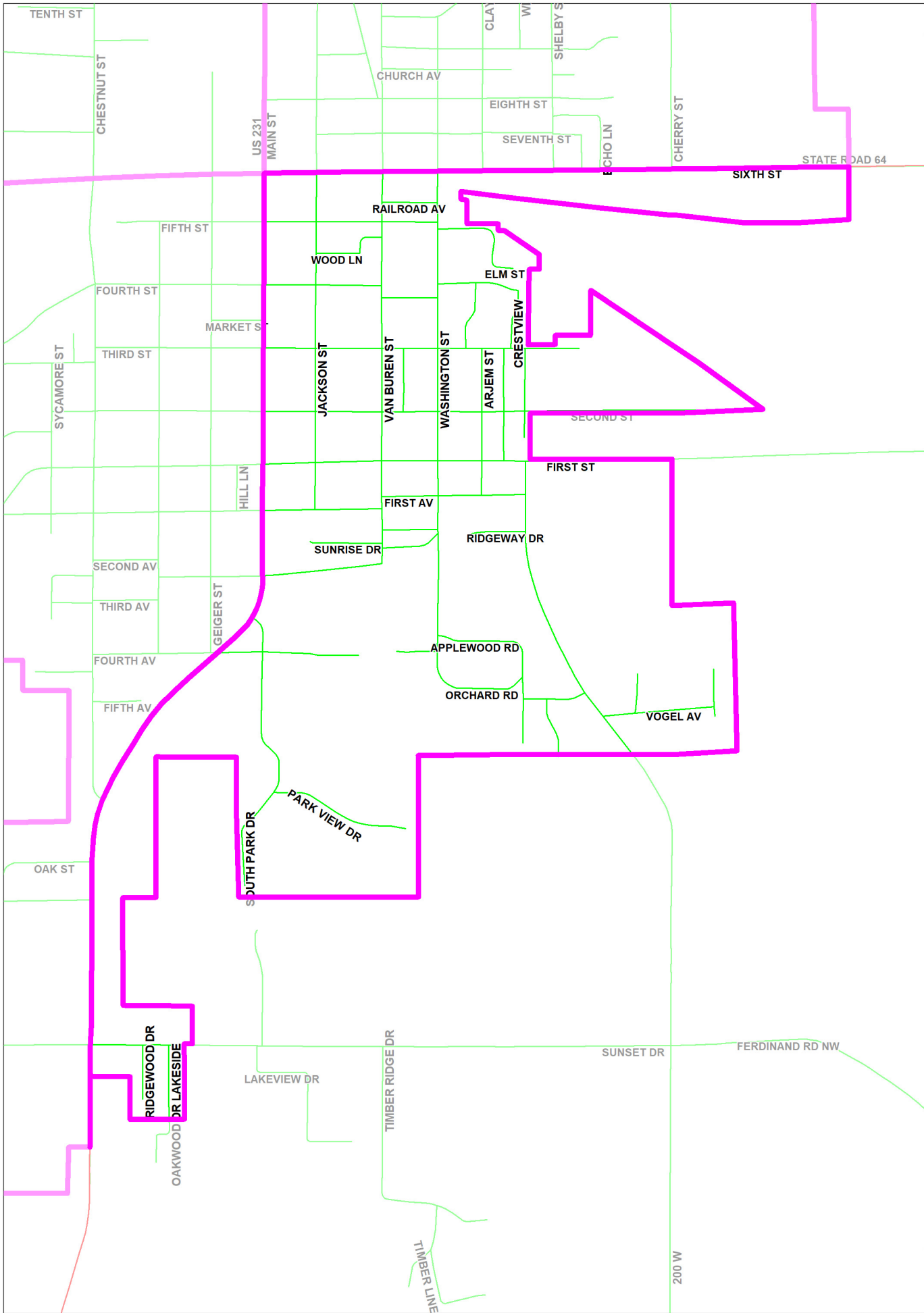


- Quad Map
- Roads
- Highways
- Quad Map

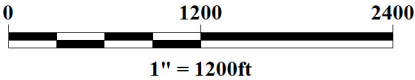


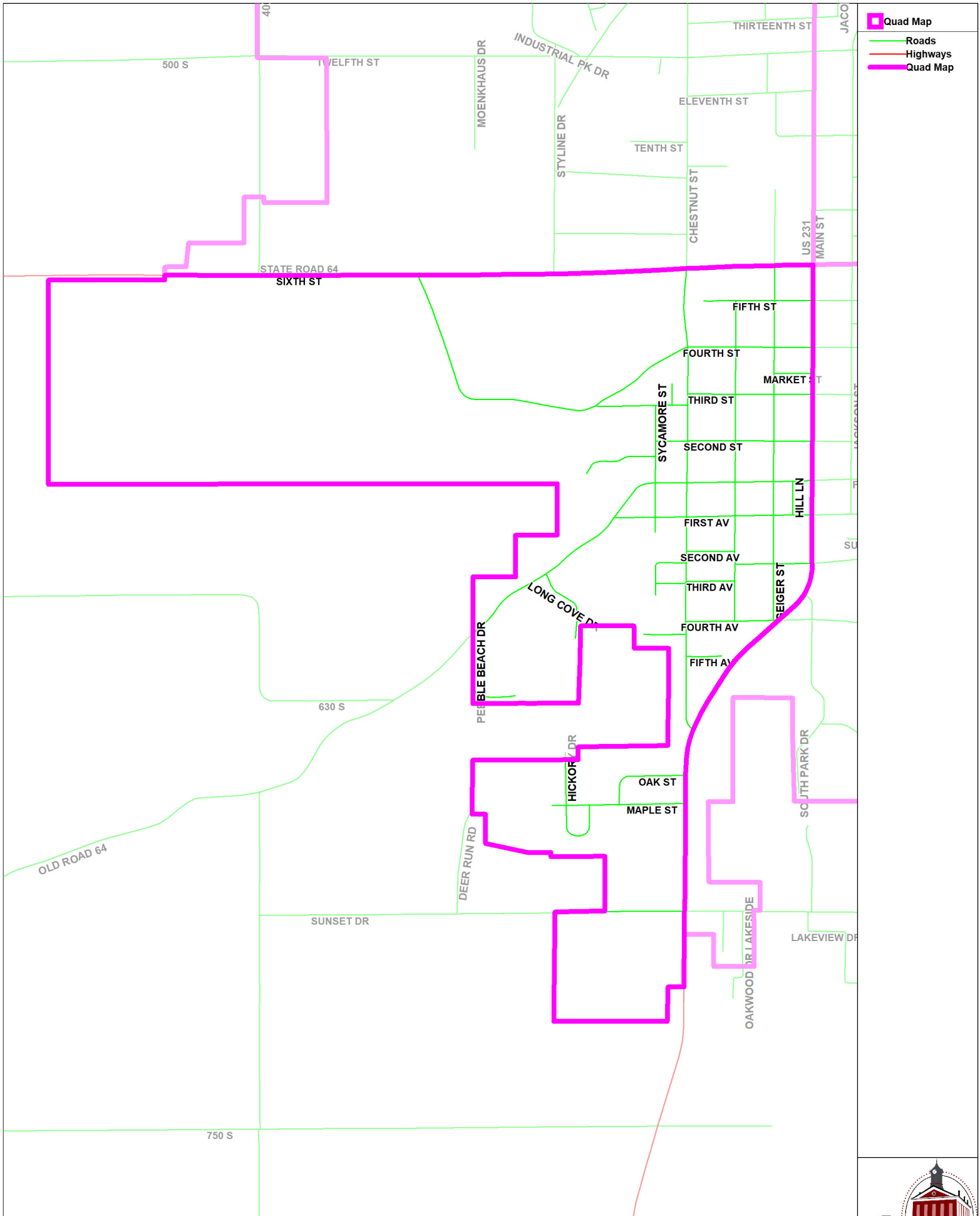
City of Huntingburg - NW Quadrant (Quad #2)



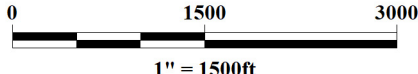


- Quad Map
- Roads
- Highways
- Quad Map





City of Huntingburg - SW Quadrant (Quad #4)



## 2. Snow Emergency Route Map

