

Allegany County Department of Public Works

SNOW & ICE CONTROL POLICY- 2017-2018

Revised- 1/22/18

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1. INTRODUCTION

This policy is intended to provide the motoring public and emergency service agencies and personnel with general information regarding snow and ice removal operations, level of service, how the public can help and to serve as a guideline and training tool for Public Works Department employees.

The Allegany County Department of Public Works is responsible for the maintenance and repair of 345.74 centerline miles of County roads and 122 bridges throughout the County. The Public Works Department has no greater challenge than during the winter snow and ice season when it is charged with attempting to provide passable roads for routine travel and emergency services during and after a snow or ice event. During the winter season, Allegany County Public Works personnel typically plow and sand about 12 of the approximately 346 miles and contracts with 27 of the 29 Town Highway Departments for the other 334 miles. **The Towns of Alfred and Clarksville choose to not plow County Highways.**

2. SNOW AND ICE CONTROL GOALS

- Maintain County roads in a passable driving condition for the motoring public in a safe, cost effective manner with motorist safety, budget constraints and Public Works Department employees safety in mind.

- Continually monitor weather and road conditions to enable the Public Works Department to respond to an approaching winter storm event or a storm that has arrived.
- Monitor ongoing and past snow and ice control operations, strategies and costs.
- Educate the public with regard to what levels of service can be expected during and after a storm and how the public can help the Public Works Department best perform its snow and ice removal duties.

3. LEVEL OF SERVICE

It is not the policy of the Allegany County Department of Public Works to provide continually bare roads or to provide snow and ice control services 24 hours a day, 7 days a week. It is also not possible to maintain a bare road surface during or immediately following a snow or ice event. Typical hours of operation for snow and ice control are from the hours of 4:30 AM to approximately 9:00 PM. Snow and ice control operations will be primarily focused on morning and evening commuter travel times.

During times of severe blizzard, drifting and/or icing conditions, the Public Works Superintendent or Deputy Superintendent may opt to keep 1 or 2 trucks on duty after normal hours if it is anticipated that without this extended operation it will be extremely difficult to open or clear certain roads for commuters.

Sections of roadways improved for winter travel may continue to have residual snow and ice in a compacted condition upon them until warmer temperatures or de-icing materials are applied to allow for complete melt-off after a storm. These conditions may be continuous or they may be localized in certain areas of the road depending on temperature, wind velocity, direction and other factors.

4. SNOW-WATCH

Allegany County Department of Public Works assigns "Snow-Watch" duty to two Supervisors. The County maintains two shifts during the regular workweek. The morning shift begins at 4:00 A.M. and ends at 12:30 P. M. the evening shift begins at 1:30 P.M. and ends at 10:00 P.M. The weekends are covered by the Supervisors on a 12 hour on and a 12 hour off schedule, On Call crews are dispatched by the Supervisors as needed. The "Snow-Watch" is responsible for monitoring weather and road conditions and for initiating and coordinating snow and ice control operations on County roads. Snow-Watch also communicates and coordinates with other Town Highway Departments in the County, The Allegany County Office of Sheriff, the NY State Department of Transportation and various school transportation directors and/or administrators regarding current conditions and ongoing snow and ice control operations.

5. EQUIPMENT

The Allegany County Department of Public Works will acquire, maintain and repair and replace equipment as the annual County Road Machinery budget (as adopted by the Allegany County Legislature) allows. To provide for utilization of equipment in a cost-effective manner, the County may use trucks with plows and sanders, motor graders, front-end loaders or snow blowers as necessary for the control of snow and ice on its roads.

The Department also uses a computer monitor and weather information service provided by the National Weather Service. The Department uses sander controls that are calibrated and tested prior to each snow season. Annual calibration and maintenance of the sander controls is essential to overall cost effective snow and ice control operations. The type of controllers used by Allegany County are “ground-speed” controllers that apply sand and salt at a rate relative to the travel speed of the truck. This reduces excessive application of materials during slow travel speeds. Plow truck operators have the capability to increase the pre-set sander application rate for curves and intersections if needed from inside their trucks.

6. DISPATCH OF EQUIPMENT

The start of snow and ice control operations for any snow or ice event is dependent on the immediate and anticipated weather conditions. Upon visual inspection of the existing conditions on various roads and monitoring weather predictions of anticipated conditions, Snow-watch will initiate snow and ice control operations by calling in the necessary personnel and dispatching of equipment as required. The response time will be as soon as possible depending on how fast the existing road conditions allow personnel to report to work.

For emergency vehicles responding to emergency situations, necessary equipment and personnel will be dispatched as soon as possible. The request for assistance must be received directly from the Allegany County Office of Sheriff, New York State Police or a Fire Department officer at the scene.

7. MATERIALS AND PLOWING PROCEDURES

Allegany County Public Works Department currently uses a mixture of 83.3% abrasive sand and 16.7% rock salt on the 345.74 miles of County roads plowed. In some icing situations, straight salt may be used to speed up the melting process. Sand alone does not have ice-melting capabilities. It is used primarily to provide some limited traction. The salt helps prevent the sand from freezing and provides some ice-melting capabilities by creating a brine solution that has a lower freezing temperature than the temperature of the surrounding ice. The brine solution is created by a combination of heat from tire friction on the pavement, the sun and moisture in the air and from the accumulated snow on the road. Salt has a practical working temperature range down to about 15-20 degrees Fahrenheit. Limited or no sanding is done during periods of snowfall and during blowing and drifting conditions because falling or blowing and drifting snow covers the material and it is scraped off on subsequent plowing passes.

Plowing typically ends when the storm ends and roads have been made passable for travel. Drift plowing and pushing back accumulated snow along the roadside will continue after the storm as necessary.

8. MAILBOXES AND MAIL DELIVERY

It shall be the policy of the Public Works Department to repair or replace only those mailboxes that have been damaged due to direct contact by the County truck front plow or wing. In fact, under Section 319 of the New York State Highway Law, mailboxes are considered highway obstructions and are only “allowed” in the right-of-way as a convenience to the owner as it is understood they are required for mail delivery. Most damage to mailboxes is caused not by direct contact but by the

heavy windrow of snow being carried by the plow blade and deposited along the roadside as the truck moves forward. The sheer weight of the snow is sufficient to cause many mailboxes to become dislodged from the post and may cause posts to be tipped over, bent, or broken off. Please check with respective towns for their replacement policies.

Prior to each snow season, the plow operators and wingmen will drive their assigned routes and make note of those mailboxes that may be a hazard or are already in a state of disrepair, damaged, bent over, etc. for future reference and consideration should a complaint be lodged with the Public Works Department during the snow season. All mailboxes that are in extremely poor condition will be photographed for future reference.

If a mailbox and/or post are damaged beyond repair during snow removal operations due to direct contact with the plow or wing, a temporary mailbox will be provided until such time that a permanent replacement can be installed (usually in the spring).

The Public Works Department will replace mailboxes damaged by direct contact with the County truck plow or wing with a generic type that consists of a standard size, metal mailbox mounted on a 4" x 4" post. If a decorator type mailbox and/or post is damaged and requires replacement, the Public Works Department will reimburse the resident for the cost of materials for the standard type mailbox and post previously referenced and it shall be the responsibility of the resident to purchase and install the decorator mailbox and post.

Every effort is made by plow operators to remove snow as close to mailboxes as possible to provide access by US Postal Service delivery vehicles. However, it is the responsibility of the resident to provide final cleaning and access adjacent to their mailboxes.

9. DRIVEWAYS

During snow removal operations the accumulated windrow of snow being pushed and carried by the plow inevitably gets deposited to the trucks' right side shoulder and/or ditch along its route. Driveways along the route also get filled in. The Public Works Department assumes no responsibility for the removal of snow deposited in driveways as a result of normal snow removal operations. The Public Works Department cannot provide exact times that a certain road will be plowed and it is not practical to change the angle of the blade to avoid driveways. Changing the angle of the plow at driveways would cause snow to be deposited in the driving lane of the road thus defeating the purpose of plowing the road.

10. DEPOSITING SNOW ON A HIGHWAY

It is illegal to plow, place, push, throw or otherwise deposit or cause to be deposited, any snow or destructive or injurious material or any material which interferes with the safe use of the highway. This is a dangerous practice and it is strictly prohibited under Section 1219 of the Vehicle and Traffic Law and Section 214 of the New York State Highway Law. Depositing snow or ice onto the roadway or shoulder may result in a serious accident and the person or persons responsible may be liable to a fine of \$1,000.00 per day per occurrence for each day the occurrence remains uncorrected.

11. LANDSCAPING AND LAWN DAMAGE

Landscaping and lawns, including but not limited to; shrubs, trees, inanimate objects, etc. installed by a property owner within the ROW will be the responsibility of the owner and the owner assumes all risk of damage to such items. Furthermore, the County cannot reasonably control drift or discharge of snow and/or shoulder materials from the snowplow into roadside ditches and lawns. Unless there is lawn or landscaping damage off the ROW due to direct contact with the plow or wing, the County will not be responsible for the removal/repair of any shoulder materials inadvertently cast into adjacent lawn areas by the plow or wing.

12. SERVICE REQUESTS, INQUIRIES AND COMPLAINTS

All requests, inquiries or complaints about snow and ice control service/operations should be directed to the Allegany County Department of Public Works Office at 7 Court Street RM 210 County Office Bldg., Belmont New York 14813 or phone 585-268-9230. Normal office hours during the winter snow and ice season are 7:00 AM – 4:00 PM, Monday through Friday. The on-duty Snow-Watch or other Public Works Department personnel will respond as soon as feasibly possible. For routes serviced by Towns, the Town Highway Department should be contacted directly for service requests, inquiries and complaints.

During any given severe snow or ice event, the Public Works Department is extremely busy and committed to clearing the roads as quickly as possible and to the best of their ability for the traveling public. It should be noted that at the start of or during a snow or ice event, Snow-Watch and plow operators will either be enroute or already on duty. During the typical snow and ice control hours of 4:30 AM to 9:00 PM, if it is snowing heavily and/or the roads are icing over, the Department is well aware of that fact and is out doing all they can at that particular time. The Public Works Department recommends patience and advises to use caution if travel is required.

13. EXCEPTIONS

Each snow or ice event has individual characteristics such as rate of accumulation, temperature, wind velocity and direction; visibility, time of day, etc. associated with it and therefore must be dealt with accordingly. The County Superintendent of Public Works and/or his designee(s) reserve the right to alter operational strategies, deviate from these standards or terminate ongoing snow and ice control operations at any time, if it is determined that various factors including but not limited to, the need to rest snowplow crews, equipment failure, extreme snowfall accumulation and conditions which make snow and ice control operations unsafe, unnecessary or ineffective.

14. HOW THE PUBLIC CAN HELP?

There are several things that motorists and the public can do to help the Public Works Department best perform their snow and ice control duties.

- Be patient and be assured that during a snow or ice event every reasonable effort will be made to keep the roads open.
- Be considerate of the snowplow operators.

- Do not attempt to stop a snowplow or obstruct its path. Plow trucks, when loaded with sand and salt weigh approximately 31 tons. That is a lot of weight and responsibility for the driver to deal with and the trucks simply are not as maneuverable and agile as a passenger vehicle. They require extra time and distance to stop or avoid trouble.
- When approaching snow removal equipment from the rear, travel a minimum of 200 feet behind the equipment allowing for sanding and abrupt movements.
- Use extreme caution when passing snow removal equipment. Before you pass please flash your headlights and/or honk your horn to alert the operator of your intentions.
- Do not park along the roadway during a snow or ice event. Parked vehicles are a hazard not only to the snowplow operators but the travelling public as well. Any cars that are parked along the roadway will be called in to the Allegany County Office of Sheriff for removal procedures.
- When clearing driveways put the snow on the “down” side relative to the direction of travel by the snowplow so when the plow blade does deposit its windrow of snow back into the driveway there will be less snow for the homeowner to remove.
- During times of severe storms or blizzard conditions tune to WZKZ (101.9 FM), WJQZ(103.5 FM), and WLSV (790 AM) for information on travel advisories or road closings.

15. WINTER DRIVING TIPS

Winter driving can be very dangerous and requires motorists to be fully alert and aware of their surrounding conditions. There are some things that can be done by motorists to improve their chances for a safe driving experience. Some of the following tips can help.

- Don't drive unless you have to.
- If you must drive, drive defensively, wear your seatbelt, turn your headlights on if conditions warrant their use, be alert and exercise extreme caution. Driving on snow and ice packed roads requires your full attention and demands your best driving skills.
- Be informed of the current and predicted weather conditions for your area and know your employers' inclement weather policy. The fewer cars on the road, the more effective the plowing operations.
- Prepare your vehicle in advance of inclement weather. Regularly check the battery, antifreeze, windshield wipers, heater and defroster. Have at least a half a tank of fuel and have adequate snow tires or chains on your vehicle.
- Clean all snow and ice from your vehicle including all glass areas, headlights and taillights before driving.
- Have some basic equipment and extra clothing in your vehicle in case of an accident, long delay or mechanical problems. Some useful items to have are a flashlight, jumper cables, first aid kit, a hat, gloves, boots, blanket, ice scraper and possibly a small shovel.
- Allow yourself extra distance between your vehicle and the vehicle in front of you. This is especially true at intersections where other motorists may be skidding and having difficulty in stopping their vehicle.
- Remember to brake slowly to avoid skidding
- Allow yourself extra time to get to your destination, as you will likely be travelling at a slower speed than normal. This is especially true of vehicles that get caught behind a snowplow.

16. REVIEW OF POLICY

The Public Works Department will keep on file comments and complaints regarding this policy. This policy will be reviewed periodically and will consider comments received since the last review.

17. ROAD CLOSURE

Under the provisions of the Highway Law, the County Department of Public Works does not have the authority to close highways due to snow and ice conditions. When applicable, we do report that the road is impassable, and relative to this, any communication to the news media should indicate that the road is impassable and no travel is advised. Police agencies do have the authority to close highways.

18. METEOROLOGICAL DEFINITIONS

The following meteorological terms are defined by the National Weather Service for use in connection with the approach of winter weather. It is recommended these definitions be given wide coverage to the public prior to the onset of any winter weather.

WATCH- An alert to place the public on guard to the possibility of severe type of weather conditions.

WARNING- An alert to the public that severe type weather is imminent

HEAVY SNOW- A fall of 6 inches or more of snow in a 12-hour period.

BLIZZARD- The following conditions are expected to persist for 3 hours or more:

1. Wind speeds 3 mph or more
2. Considerable falling and/or blowing snow
3. Visibility frequently less than a quarter of a mile
4. Temperature 20 degrees or colder

TRAVELERS WARNINGS- When unusual conditions of falling or blowing snow, freezing rain, fog or strong wind will contribute to making traveling difficult.

19. CONTACT INFORMATION (11/07/16 – 04/14/17)

Belmont Office: (585) 268-9230 KAR803OFFICE
Hours of Operation: 8:00 a.m. to 4:00 p.m. Monday thru Friday

Friendship Office: (585) 973-3361 KAR803
Hours of Operation: 6:30 a.m. to 4:00 p.m. Monday thru Friday

WINTER ROAD MAINTENANCE 2017-2018 SEASON

<u>CTY. RT. #</u>	<u>SECTION DESCRIPTION</u>	<u>MAINTAINED BY:</u>
1	Entire length	Allegany County DPW
2	Almond Village line west to Cty. Rt. 2-A	Town of Almond
2	Cty. Rte. 2-A to Cty. Rt. 16	Town of West Almond
2-A	Entire length	Town of West Almond
2-B	SR-244 to Baker Valley Rd.	Town of Amity
2-B	Baker Valley Rd. to Cty. Rt. 2	Town of West Almond
3	Hume Town line to Cattaragus County Line	Town of Centerville
3	State Route 19 to Centerville Town Line	Town of Hume
4	SR-19 to Granger town line	Town of Hume
4	Hume Town line to Cty. Rt. 15	Town of Granger
5	Entire length	Town of Genesee
5-A	Entire length	Town of Bolivar
5-B	Entire length	Town of Wirt
5-C	Entire length	Town of Genesee
6	Entire length	Town of Cuba
7	SR-305 to Cty. Rt. 7-D	Town of Cuba
7	Cty. Rt. 7-D to Cattaragus County line	Town of New Hudson
7-A	Entire length	Town of Rushford
7-B	Entire length	Town of Rushford
7-C	Entire length	Town of Cuba
7-D	Entire length	Town of Cuba
7-E	Entire length	Town of Rushford
8	Entire length	Town of Wirt
9	Entire length	Town of Scio
10	SR-19 to Town of Ward Highway Dept.	Town of Scio
10	Town of Ward Hwy. Dept. to SR-244	Town of Ward
11	Entire length	Town of Almond
12	SR-417 to Baker Rd.	Town of Andover
12	Baker Rd. to Village of Alfred line	Allegany County DPW
13	Entire length	Town of Burns
13-A	Entire length	Town of Burns
13-B	Entire length	Town of Burns
13-C	Entire length	Town of Burns
14	Entire length	Town of Burns
15	Cty. Rt. 16 to Old State Rd.	Town of Angelica
15	Old State Rd. to Cty. Rt. 15-A	Town of Allen
15	Cty. Rt. 15-A to Livingston County line	Town of Granger
15-A	Cty. Rt. 15 to Cty. Rt. 16	Town of Allen
15A	Cty. Rt. 16 to Cty. Rt. 15-B	Town of Birdsall
15-B	Entire length	Town of Birdsall

WINTER ROAD MAINTENANCE 2017-2018 SEASON

<u>CTY. RT. #</u>	<u>SECTION DESCRIPTION</u>	<u>MAINTAINED BY:</u>
16	SR-19 to Buehrings Rd.	Town of Angelica
16	Buehrings Rd. to Cty. Rt. 15-B	Town of West Almond
16	Cty. Rt. 15-B to Cty. Rt. 15-A (East Section)	Town of Birdsall
16	Cty. Rt. 15-A to Livingston County line	Town of Grove
17	I-86 to Belfast Town line	Town of Friendship
17	Town of Friendship line to SR-19	Town of Belfast
18	SR-417 to Niles Hill Rd.	Town of Wellsville
18	Niles Hill Rd. to County Road 33	Town of Alma
18	County Road 33 to PA State line	Town of Bolivar
19	Entire Length	Town of Independence
19-A	Entire Length	Town of Independence
20	Village of Cuba to Summit Rd.	Town of Cuba
20	Summit Rd. to SR-19	Town of Friendship
20	SR-19 to Village of Angelica	Town of Angelica
21	Entire Length	Town of Andover
22	Andover Village line to Crandall Rd.	Town of Andover
22	Crandall Rd. to SR-248	Town of Independence
22-A	Entire Length	Town of Independence
23	SR-243 to Centerville Rd.	Town of Rushford
23	Centerville Rd. to SR-19	Town of Hume
24	Entire Length	Town of Grove
25	Entire Length	Town of Cuba
26	Entire Length	Town of Belfast
27	Entire Length	Town of Hume
27-B	Cty. Rt. 4 to Granger Town line	Town of Hume
27-B	Hume Town line to Ottis Smith Rd.	Town of Granger
28	Entire Length	Town of Wellsville
29	SR-19 to Graves Rd.	Town of Willing
29	Graves Rd. to PA State line	Town of Alma
30	SR-417 to Lewis Rd.	Town of Wellsville
30	Lewis Rd. to CR-22	Town of Andover
31	Cty. Rt. 9 to Town of Friendship line	Town of Scio
31	Town of Friendship line to Cty. Rt. 20	Town of Friendship
31-A	SR-19 to Hills Rd.	Town of Amity
31-A	Hills Rd. to Cty. Rt. 31	Town of Friendship
32	Entire Length	Town of Almond
33	Entire Length	Town of Bolivar
34	Entire Length	Town of Wirt
35	Entire Length	Town of Caneadea
36	Entire Length	Town of Centerville

WINTER ROAD MAINTENANCE 2017-2018 SEASON

<u>CTY. RT. #</u>	<u>SECTION DESCRIPTION</u>	<u>MAINTAINED BY:</u>
38	Entire Length	Town of Alma
39	SR-19 to Peet Rd.	Town of Willing
39	Peet Rd. to SR-248	Town of Independence
40	SR-275 - Cty. Rt. 5B	Town of Bolivar
40	Cty. Rt. 5B - SR 305	Town of Wirt
41	Cty. Rt. 17 to Ramsey Rd.	Town of Belfast
41	Ramsey Rd. to SR-305	Town of New Hudson
42	Entire Length	Allegany County DPW
43	Entire Length	Town of Angelica
44	Entire Length	Town of Wellsville
46	Entire Length	Town of Caneadea
48	Cty Rt. 20 to County Landfill	Town of Angelica
48	Co Landfill to Village of Belmont line	Town of Amity
49	SR-19 to Rushford Town line	Town of Caneadea
49	Caneadea Town line to SR-243	Town of Rushford
50	Entire Length	Town of Willing
<u>Trans. Sta.</u>		
#1	Entire Length	Town of Caneadea
#2	Entire Length	Town of Burns
#3	Entire Length	Town of Friendship
#4	Entire Length	Town of Angelica
#5	Entire Length	Town of Almond
#6	Entire Length	Town of Bolivar
#7	Entire Length	Town of Wellsville
#8	Entire Length	Town of Angelica
Co. Offices	Entire Length	Allegany Co. DPW

2017-2018 TOWN HIGHWAY SUPERINTENDENTS

<u>TOWN OF:</u>	<u>SUPERINTENDENT</u>	<u>SHOP #</u>	<u>HOME #</u>
Alfred	Bob Halsey	(607) 587-9184	(607) 382-2545- C
Allen	Josh Wilcox	(585) 567-8320	(585) 469-0028 - C
Alma	Dan Ford	(585) 593-2315	(585) 610-0539 - C
Almond	Jamie Mansfield	(607) 276-5240	(607) 587-9370
Amity	Bill Bigelow	(585) 268-5517	(585) 268-9084
Andover	James Frungillo	(607) 478-8627	(607) 238-9596 - C
Angelica	Fred Demick	(585) 466-7749	(585) 466-3480
Belfast	Bob Kish	(585) 365-2701	(585) 365-6037
Birdsall	Burdette Isaman	(607) 545-6072	(607) 545-2699
Bolivar	Brad Schiralli	(585) 928-1181	(585) 928-1567
Burns	Steve Mullen	(607) 545-8998	(607) 545-8374
Caneadea	Mark Wilcox	(585) 365-2962	(585) 365-2308
Centerville	Kaleb Armison	(585) 567-8730	(585) 567-0000
Clarksville	Rod Sisson	(585) 968-3149	(585) 968-2681
Cuba	Chad Smith	(585) 968-2070	(585) 968-2617
Friendship	Mike Bidwell	(585) 973-7620	(585) 610-7506
Genesee	Ben R. Reynolds	(585) 928-1578	(585) 933-6858
Granger	Kevin Slack	(585) 567-8764	(585) 567-4697
Grove	Jesse Griffith	(607) 545-8638	(607) 545-6471
Hume	Kevin Peet	(585) 567-2535	(585) 567-8673
Independence	Dennis Graves	(607) 356-3349	(607) 356-3109
New Hudson	Chris Santangelo	(585) 968-3143	(585) 307-8702 - C
Rushford	Willy Westfall	(585) 437-2265	(585) 437-2436
Scio	Skip Nickerson	(585) 593-1490	(585) 593-6658
Ward	Ryan Tucker	(585) 593-7300	(716) 498-2556 - C
Wellsville	Dean Arnold	(585) 593-5140	(585) 593-4611
West Almond	Mark Gordon	(607) 276-6680	(607) 661-3031- C
Willing	Brian Matteson	(585) 593-4708	(585) 593-3037
Wirt	Shawn Dunmire	(585) 928-2026	(585) 973-7745