



VILLAGE OF HUNTLEY SNOW REMOVAL AND ICE CONTROL POLICY

1. **INTRODUCTION**

The Village of Huntley strives to provide cost-effective municipal services to its citizens. In this regard, the "Snow Removal Policy" has been developed to provide the most effective method of municipal snow removal services and to maintain safe travel routes during and following snowstorms.

The motoring public has become accustomed to bare pavement being the norm. The current and future economic and environmental concerns and issues require a new understanding by the general public of the pavement policy. The following guidelines shall apply:

- Primary roads, intersections, hills and curves shall be salted throughout the storm
- Secondary roads shall be spot salted every 300 feet
- Cul-de-sacs shall only be salted at the end of the storm event

2. **EQUIPMENT**

The Village of Huntley has:

- Two (2) 6-wheelers
- Seven (7) 5-yd dump trucks equipped for spreading salt
- Six (6) 1 ½ ton dump trucks
- Ten (10) pick-up trucks with plows
- One (1) front-end loaders and one push plow
- One (1) skidloader with snow blower
- One (1) John Deere combination backhoe

3. **MANPOWER**

Each piece of equipment has an assigned driver appropriately licensed and trained in usage of said equipment. Given the concentration and alertness required for effective snow plowing, NO employees will work longer than 16 hours without 8 hours of rest unless conditions dictate otherwise.

4. COMMUNICATIONS

Portable 2-way radios will be utilized by all Public Works employees. Employees will call 911 if an emergency is encountered and then immediately communicate the incident to their immediate supervisor.

5. TICKETING AND TOWING

On-street parking is currently prohibited between the hours of 2:00 a.m. to 6:00 a.m. Parking of any vehicle on any public street in the Village within eight (8) hours after a snowfall of two (2) inches is also prohibited and violators will be subject to towing at their expense. Tickets for violation of these ordinances will be issued in the amount of not less than \$50.00 or more than \$1000.00.

In addition, it is unlawful for any person to plow or otherwise remove accumulated snow from a private driveway or parking lot and deposit snow on a village street or right of way in such a manner as to decrease the drivable width of any street.

STORM CLASSIFICATIONS

Snow and ice removal operations are nothing more than a battle against the weather. As unpredictable and unstable as Chicago-area weather patterns tend to be, the Public Works Department takes whatever advantage it can to win the upper hand in the struggle. The Internet and cable TV are all sources utilized to ensure that the Village stays informed about upcoming inclement weather or snowstorms. Also, for the purpose of record keeping, the Village will utilize the National Salt Institute's system of snow storm classification. This will provide a consistent "yard stick," against which we can gauge the severity of each event and our performance in each case.

The Public Works Department will classify all storms into one of the three following categories:

CLASS A

A *Class A* storm is characterized by any threat of a snow event. Pre-wetting of primary roads will occur 48 to 24 hours in advance of a snow event.

CLASS B

A *Class B* storm is characterized by any storm event with two or less inches of accumulation and it involves salting operations with limited plowing:

In the event of a *Class B* storm, the Street Superintendent will provide the equipment and manpower necessary to keep the roads clear and safe in accord with the Snow Plan (only salt capable trucks will respond; no pickups).

CLASS C

A *Class C* storm is characterized by a storm event or an expected storm event with snowfall accumulations of between two and eight inches. A *Class C* storm involves both plowing and salting operations. The Public Works Director will make a determination, depending upon expected snowfall, whether to open a Snow Command Center at Public Works Administration Offices.

In the event of a *Class C* storm, all primary manpower and equipment will be working on clearing each zone as specified by the Street Superintendent or the Public Works Director. The Public Works Director or the Street Superintendent will assess any manpower shortages and equipment breakdowns as soon as possible. This is so that planning can take place for the alternate drivers and second shift personnel. Before the storm arrives, the Street Superintendent will have as many trucks as possible loaded with rock salt and stored in the Public Works Garage. In this way, the salt will be warm and facilitate the melting of snow when it is applied.

CLASS D

A *Class D* storm will be triggered by a storm event, or an expected storm event, with eight (8) or more inches of accumulation in a 24 hour period. A *Class D* storm can create a severe situation. Life threatening situations can arise because emergency vehicles can be bogged down and paralyzed by the snow. If an impending *Class D* storm appears imminent, the Public Works Director and the Street Superintendent will remain constantly informed of its activity. Preparation for handling the storm will begin as soon as possible. Snow Fighting crews will be called out as soon as it appears that they can be useful. If possible, de-icing operations will begin before the storm arrives in order to create a brine solution, which will keep the snowfall from being packed down by traffic. This will help in subsequent clean-up operations. As the storm progresses, the snow fighting effort will concentrate on keeping major roadway arterials and intersections clear until the storm activity slows. Those roadways with a lower priority will be serviced last by the snow fighters.

Public Works Administration, located at 11000 Bakley Street, will serve as the Snow Command Center during a *Class D* storm to answer residents' inquiries and to direct emergency information over the radio. This may include hauling large piles of snow out of the downtown area, or other critical locations, and continued plowing and salting operations until all roadways are clear.

Based on a National Weather Service forecast of an approaching snowstorm, Public Works will pre-salt all primary roads.

When snow starts, the Police Department will call the Street Department Supervisor or standby personnel, informing them of the situation. The supervisor is responsible for calling in the drivers.

Mobilization takes 30-45 minutes and no trucks will begin their routes until all drivers have reported into work (Supervisor's determination). Snowplowing emphasis will be on primary streets, followed by secondary streets. Primary and secondary streets include the following:

AREA 1

- Reed Road
- Haligus Road (Kreutzer Rd to Huntley boundary)
- Huntley/Dundee Road
- Main Street (Central Park Blvd to Kreutzer Rd)
- Talamore Blvd (Route 47 to Union Rd)
- Founders Field (Reed Rd to Ackman Rd)
- Ackman Rd (Union Rd to Founders Field)
- Union Road
- Noah St

AREA 2

- Kreutzer Road (Huntley/Dundee to Princeton)
- Powers Road
- Del Webb Blvd
- Oakcreek Parkway
- Hemmer Road
- Countryview Blvd
- Clanyard Road (Countryview Blvd to Copperwynd)
- Copperwynd (to Brier Hill Rd)
- Brier Hill Road (Copperwynd to Village limits)
- Hennig Road
- Jim Dhamer Drive
- Freeman Road
- Auto Mall Drive
- Van Acker Road
- Old Freeman Road

AREA 3

- Covington Lakes Subdivision
- Southwind Subdivision
- Northbridge Subdivision

AREA 4

- Huntley Meadows Subdivision
- Ruth Road
- Georgian Place Subdivision
- All North of Church St. (including Borden, Fourth, North, Oakcrest Subdivision, Vine St)

AREA 5

- Heritage Subdivision
- Wing Pointe Subdivision
- All South of Church St. (including Janice and Bonnie Brae)
- Smith Drive
- Raymond Ct
- Cider Grove Subdivision
- Lions Chase Subdivision

AREA 6

Del Webb

- Neighborhoods 32, 4, 8, 5, 6A, 26, 20, 21, (34)
- Sun City Blvd
- Primepointe Ct

AREA 7

Del Webb

- Neighborhoods 1A, 2, 3, 7, 9

AREA 8

Del Webb

- Neighborhoods 10, 10A, 11, 12, 13, 15, 16, 19

AREA 9

Del Webb

- Neighborhoods 14, 17, 18, 24, 22, 29

AREA 10

Del Webb

- Neighborhoods 23, 38, 28, 27, 36, 25, 40

AREA 11

- Downtown including municipal parking lot
- Old Village Hall
- Public Works Facility
- Municipal Complex
- Cemetery

Downtown Square: (SUPERVISOR DESIGNATES WHO WILL PLOW DOWNTOWN)

Will be salted during daytime hours. At 1:00 a.m. sidewalks will be snow-blown clear. 2:00 a.m. – Drivers will tandem snowplow square or front-end loader with 14’ push plow will be used. Sidewalks will be hand salted before 8:00 a.m. Snow will be removed from corners of town square the following day, using front-end loader and dump trucks. The snow will be dumped behind the Public Works garage on Donald Drive, or Well #4.

Drivers are assigned to a specific area, which will increase their familiarity with that area and will improve their effectiveness in the snowplowing process. Drivers are responsible for making sure their routes are complete before quitting or leaving that area. When finished checking their route, they are to contact their supervisor to see if anyone needs help completing their route. A snowplow trip sheet is to be completed and any vehicle problems or route issues reported to supervisors.

Municipal facilities (Village Hall, Police Department, Sewer Treatment Plant, Water Treatment Plants, parking lots, etc.) will be cleared of snow by Area 11 crew and by the employees located at the various sites.

SNOW REMOVAL ASSIGNMENTS

<u>LOCATION</u>	<u>TRUCK #</u>	<u>VEH. TYPE</u>	
AREA 1	1803	IH 6-Wheel	
	1813	Ford F250 Pickup	
AREA 2	1696	IH 6-Wheel	
AREA 3	1692	5-yd Dump 7400	Southwind
	1662	Ford F550 Pickup	Covington Lakes
	1908	Ford F-250 Pickup	Northbridge
AREA 4	1691	IH 5-yd Dump	
	1663	Ford F550	
AREA 5	1693	5-yd Dump 7400	
	1664	Ford F550 Superduty	
	1907	Ford F250 Pickup	
AREA 6	1890	IH 5-yd Dump	
	1614	Ford F250 Pickup	
AREA 7	1602	IH 5-yd Dump	

AREA 8	1860 1617	Ford F550 Superduty Ford F250 Pickup
AREA 9	1690	IH 5-yd Dump
AREA 10	1694 1909	5-yd Dump 7400 Ford F250 Pickup
AREA 11	Equipment as Assigned	

Huntley's Public Works Administration, located at 11000 Bakley Street, serves as the Snow Command Center. Regular office hours are 7:30 a.m.-3:30 p.m. Phone: 847-669-3450