

BOARD OF JACKSON COUNTY ROAD COMMISSIONERS

POLICY STATEMENT Policy Number: 08-03

Date: 10/22/2008

Subject: Winter Road Maintenance Policy and Procedure

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Purpose: To provide a winter maintenance policy and procedure for all certified public roads within Jackson County.

Winter Maintenance operations will be conducted in accordance within an established priority system based upon traffic volume and road systems as follows:

- Priority 1 - State Trucklines**
- Priority 2 - Multi-lane County Primary Roads**
- Priority 3 - County Primary Roads**
- Priority 4 - Paved Local Roads**
- Priority 5 - Subdivision Streets/Roads**
- Priority 6 - Local Gravel Roads**

State Trunk lines

The Michigan Department of Transportation has established an updated priority level for all MDOT roadways with in Jackson County.

Level I - Interstate & US Highway - I-94, US-127, US-12 (M-52 to US 127)

Provide maintenance service as appropriate under prevailing weather conditions, with a goal of providing a pavement surface over its entire width generally bare of ice and snow. This work may be accomplished using overtime as necessary.

Level 2- Michigan Highways - M-50, M-106, M-99, M-124, M-60, US-12, and BL I-94

Provide maintenance service as appropriate under prevailing weather conditions, with a goal of providing a pavement with one- wheel track in each direction. Clearing the pavement bare of ice and snow over its entire width will be accomplished as soon as reasonably possible after the winter storm event, without working overtime.

Please feel free to contact O ctmI tcl kqrk'ct the Transportation Service Center in Jackson for further information 517-780- 7541.

Jackson County Roadways

Priority 2 thru 6 - Winter maintenance on county primary and local roadways will be carried out in accordance with normally performed maintenance methods and as required, based upon a number of factors such as but not limited to: road conditions, weather forecasts, nature of storm, time of storm, duration of storm, etc. Personnel overtime may be used as determined necessary by Maintenance Area Superintendents in accordance with the above levels of priority. Normally, scheduled overtime will be limited to Multi-lane and Primary roadways, until it is determined by Maintenance Area Superintendents that the desired level of winter maintenance upon the Multi-lane and Primary roadways has been satisfactorily met.

Winter Maintenance Guidelines

The following winter maintenance guidelines will attempt to be achieved by all county maintenance crews:

Multi-lane and County Primary Roads - Crews will scrape and sand /salt material applied prior to moving to lesser priority roadways.

Hours of Snow Removal: Monday through Friday – 4:00 A.M. till 4:00 P.M.

Hours of Snow Removal: Saturday and Sunday – 4:00 A.M. till 12:00 P.M.

These hours will be observed with 5” or less. Hours will vary with 8 or more inches.

Paved Local Roads - Roadways will be scraped; sand/salt material applied on hills, curves and intersections.

Hours of Snow Removal: Monday through Friday – 4:00 A.M. till 4:00 P.M.

Hours of Snow Removal: Saturday and Sunday – 4:00 A.M. till 12:00 P.M.

These hours will be observed with 5” or less. Hours will vary with 6 or more inches.

Subdivision Streets/Roads - Roadways will be scraped when time allows. If the scraping doesn't happen the day of the event, it will be the following day. Only intersections at a primary or local road will have a sand/salt material applied.

No overtime work will be performed unless over 32 inches.

Local Gravel Roads - Roadways will be scraped either the day of the event or the following day. The Maintenance Area Superintendent will sand curves, hills, and intersections when determined necessary. No overtime work will be performed unless over 32 inches.

Slippery Spots Called In – Will be at the discretion of the Maintenance Area Superintendent.

Overtime Policy

It is the primary goal of all personnel associated with winter maintenance that roadways are in a traversable condition during the early morning commute from residences to places of employment. Our secondary objective is to minimize the utilization of overtime, while achieving our primary goal of traversable roadways. Therefore, an early morning callout as described in the preceding Winter Maintenance Guidelines will be the preferred approach for the utilization of personnel overtime. At the discretion of the Maintenance Area Superintendents, overtime will be utilized to complement ongoing winter maintenance activities in the event of an **ice storm** or **snowfall in excess of six inches**.

Regular communication between road commission staff and local and state police agencies regarding this policy shall be maintained.

Copies of these guidelines will be provided to the local media.

EMERGENCY SNOW EVENT CONTINGENCY PLAN

The Director of Operations shall:

- A. Develop a ready list of contractors to be called in the event they are required.
- B. Develop and maintain maps and routes so contractor assignments may be properly carried out and inspected.

Crews normally assigned to state trunklines may, when determined appropriate, be used on county primary and local roads following route clearings.

Jackson County Roadways

The hiring of outside contractors to complement road commission winter maintenance efforts may be authorized by the Manager, based upon the following:

1. Forecasted storm conditions.
2. Condition of the road systems at the time of decision.
3. Status of crews and equipment at the time of decision.

Adopted: 11/17/2010

Amended: Policy # 08-03; 07-02