

<p style="text-align: center;">OTTAWA COUNTY ROAD COMMISSION</p> <p style="text-align: center;">POLICIES WITH PROCEDURES</p>	<p style="text-align: center;">NUMBER: 37</p> <p style="text-align: center;">EFFECTIVE DATE: 8-11-11</p> <p style="text-align: center;">AMENDMENT DATE:</p>
<p>SUBJECT: Winter Maintenance Operations</p>	

This policy has been developed to provide cost effective winter maintenance operations and to inform the public about the level of winter maintenance services for roadways maintained by the Ottawa County Road Commission.

Winter maintenance operations shall be carried out with normally performed maintenance methods as required based upon a number of factors such as, but not limited to: road conditions, weather forecasts, nature and type of storm event, time and duration of storm event, etc. It is the Road Commission’s objective to minimize the utilization of overtime, while achieving a primary goal of traversable roadways.

Normal winter maintenance hours of operation are Monday through Friday, 7:00AM to 3:30PM except on holidays or observed holidays established by the Board. A “night” winter maintenance patrol of two drivers shall be available Monday through Friday, 3:15PM to 11:15PM and 11:00PM to 7:00AM. A winter maintenance patrol of two drivers shall be available Saturday and Sunday, 6:30AM to 6:30PM for the MDOT system only.

Winter maintenance operations shall be conducted in accordance with the established priority system based on traffic volumes, road classification, and location. The priorities are as follows:

- Priority 1 – State Trunklines
- Priority 2 – Multi-lane Primary Roads
- Priority 3 – Primary Roads
- Priority 4 – Local Paved Roads
- Priority 5 – Subdivision Streets
- Priority 6 – Local Gravel Roads
- Priority 7 – Dead End Streets and Cul-de-sacs

Priority 1 – State Trunklines

The Ottawa County Road Commission maintains state highways under contract by the Michigan Department of Transportation (MDOT). Winter maintenance services shall be performed in accordance with MDOT guidelines and/or directions set forth by MDOT district maintenance personnel. MDOT has established a priority level for all MDOT roadways within Ottawa County.

Level 1 – Interstate & U.S. Highway (I-96, I-196, US-31)

Provide maintenance service as appropriate under prevailing winter condition, with a goal of providing a pavement surface over the entire width generally bare and free of snow. Winter maintenance crews shall scrape snow and ice from the roadway surface and apply deicing chemicals and/or abrasives as needed to provide a wet and reasonably bare pavement. Overtime work may be authorized by MDOT as necessary.

Level 2 – Michigan Highways (M-6, M-11, M-45, M-104, M-121)

Provide maintenance service as appropriate under prevailing winter condition, with a goal of providing a pavement surface generally bare of snow and ice in the center portion with sufficient width for one-wheel track in each direction. Winter maintenance crews shall scrape and apply deicing chemicals and/or abrasives as needed.

Clearing the pavement surface of snow and ice over the entire width of the roadway shall be accomplished as soon as reasonably possible. Overtime work may be authorized by MDOT as necessary.

Priority 2 – Multi-Lane Primary Roads

Winter maintenance services shall be provided as appropriate under prevailing weather conditions with a goal of providing the pavement surface of the thru lanes generally bare of snow and ice. Winter maintenance crews shall scrape and apply deicing chemicals and/or abrasives as needed.

Overtime may be utilized as determined necessary by the Operations Director or Superintendent. However once the level of maintenance service as outlined above is sustained, overtime work shall cease. Clearing the pavement surface of snow and ice over the entire width of the roadway shall be accomplished as soon as reasonably possible without requiring overtime work.

Priority 3 – Primary Roads

Winter maintenance services shall be provided as appropriate under prevailing weather conditions with a goal of providing a pavement generally bare of snow and ice in the center portion of the roadway with sufficient width for one-wheel track in each direction. Winter maintenance crews shall scrape and apply deicing chemicals and/or abrasives as needed.

Overtime may be utilized as determined necessary by the Operations Director or Superintendent. However once the level of maintenance service as outlined above is sustained, overtime work shall cease. Clearing the pavement surface of snow and ice over the entire width of the roadway, including the shoulder, shall be accomplished as soon as reasonably possible without requiring overtime work.

Priority 4 – Local Paved Roads

Winter maintenance services shall be provided as appropriate under prevailing weather conditions with a goal of providing a pavement surface that is passable but yet snow covered. Winter maintenance crews shall scrape and plow snow from the traveled portion of the roadway with a thin cover of snow permissible. No general application of deicing chemicals and/or abrasives shall be placed except in extreme conditions of sleet and freezing rain. Hills, curves, and intersections only shall be spot treated with deicing chemicals and/or abrasives.

Overtime may be utilized only if the winter storm event has accumulated more than 6 inches of snow on the road surface and as determined necessary by the Operations Director or Superintendent. However once the level of maintenance service as outlined above is sustained, overtime work shall cease. Clearing the pavement surface of snow and ice over the entire width of the roadway, including the shoulder, shall be accomplished as soon as reasonably possible without requiring overtime work.

Priority 5 – Subdivision Streets

Winter maintenance services shall be provided as appropriate under prevailing weather conditions with a goal of providing a pavement surface that is one plow truck pass wide but yet snow covered. Winter maintenance crews shall scrape and plow snow one pass down the center of street with a thin cover of snow permissible. Under extreme packed ice conditions, application of deicing chemicals and/or abrasives may be utilized in an emergency on hills, curves, and intersections only with the authorization of the Operations Director or Superintendent.

Overtime may be utilized only if the winter storm event has accumulated more than 6 inches of snow on the road surface and as determined necessary by the Operations Director or Superintendent. However once the level of maintenance service as outlined above is sustained, overtime work shall cease. Clearing the pavement surface of snow and ice from approximately 10 to 12 feet from each side of the roadway centerline with a thin cover of snow permissible shall be accomplished as soon as reasonably possible without requiring overtime work.

Snow and ice may be scraped and plowed during periods of thaw or melt at catch basin locations to provide reasonable drainage without requiring overtime work.

Priority 6 – Local Gravel Roads

Winter maintenance services shall be provided as appropriate under prevailing weather conditions with a goal of providing a gravel surface that is one plow truck pass wide. Winter maintenance crews shall scrape and plow snow from the traveled portion of the roadway leaving a thin cover of snow. Under extreme packed ice conditions, application of abrasives may be utilized in an emergency on hills, curves, and intersections only with the authorization of the Operations Director or Superintendent.

Overtime may be utilized only if the winter storm event has accumulated more than 6 inches of snow on the road surface and as determined necessary by the Operations Director or Superintendent. However once the level of maintenance service as outlined above is sustained, overtime work shall cease. Clearing the gravel surface of snow and ice over the entire width of the roadway shall be accomplished as soon as reasonably possible without requiring overtime work.

Priority 7 – Dead End Streets and Cul-de-sacs

Winter maintenance services shall be provided as appropriate under prevailing weather conditions with a goal of providing a pavement surface that is passable but yet snow covered. Winter maintenance crews shall scrape and plow snow one pass down the center of street with a thin cover of snow permissible. Under extreme packed ice conditions, application of abrasives may be utilized in an emergency on hills only with the authorization of the Operations Director or Superintendent.

Overtime may be utilized only if the winter storm event has accumulated more than 6 inches of snow on the road surface and as determined necessary by the Operations Director or Superintendent. However once the level of maintenance service as outlined above is sustained, overtime work shall cease. Clearing the pavement surface of snow and ice over the entire width of the roadway shall be accomplished as soon as reasonably possible without requiring overtime work.

Adopted by the Board of County Road Commissioners: August 11, 2011