

# ***TOWN OF SUGAR CREEK***

## ***Winter Road Maintenance Policy***

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## **INTRODUCTION**

The Town of Sugar Creek's roads are subject to freezing rain, ice, snow and snow drifting any time during fall, winter and spring months. Normally winter storms can be expected during the months of November through April. The responsibility for keeping vehicular traffic moving on Sugar Creek's 60 plus miles of roads and streets during and following snow and ice storms lies with the Town's maintenance personnel under the direction of the Town Board.

The following policy and plan of operations for winter road maintenance has been adopted by the Town Board.

## SNOW AND ICE CONTROL

The Town is responsible for maintenance of 60.93 miles of roads. All school bus routes will be classified into first priority for plowing, salting and salt/sanding. The balance of roads and streets will be plowed, salted and salt/sanded as time allows. Cul-de-sacs will be plowed last. As per state statute 893.83 the Town has three (3) weeks to remove natural snow and ice accumulation. The Town's goal is to maintain the roads in as good winter driving conditions as weather, equipment and budgets allow. Planning and preparing for snow and ice operations are difficult due to the uniqueness of each storm. No two storms are ever identical. The interrelationship of factors such as rate of snowfall, moisture content, accumulation, temperature, time of day and wind velocity determines the uniqueness of each storm. The Town operations must be flexible enough to combat the unique aspect of each storm.

The amount of snow accumulation and time of day at which the storm occurs has a significant affect. High wind conditions may cause roads to quickly fill in again with drifted snow. The temperature at the time of the storm will also affect the conditions. Snow falling on warm pavement will clear off more easily. However, a moderate storm, coupled with a prolonged sub-freezing period will greatly increase the removal effort. Light, dry snows handle more easily than heavy wet snow.

We utilize area radio stations, TV, Walworth County Public Works Department and State DOT

forecasts to the extent they are available.

During snow and ice storms Town road crews will respond to emergency conditions to the extent practicable. The Town will not respond to unverified emergency requests direct from the public. The request must come from the appropriate emergency agency (i.e. fire, police, etc.). The Town road crews will not plow, salt or salt/sand on private property. The Town will not take any responsibility for removal of snow that is plowed into private driveways from the road clearing operation. Driveway maintenance is the property owner's responsibility.

Arrangements for the removal of disabled vehicles should be made as soon as possible. Due to the liability involved, the Town will not tow any vehicles.

## ICE REMOVAL

The Town does store either straight rock salt or salt/sand mix at the Town garage. The Town uses either salt or an abrasive salt/sand mix to promote the thawing and clearing of snow and ice.

## **SNOW REMOVAL**

In the event of a storm of less than two (2) inches of snow, one truck will patrol the north end of the Town and one truck will patrol the south end, to plow, salt or salt/sand as necessary.

For storms producing an accumulation of more than two (2) inches of snow, three trucks will be assigned to three routes. When the storm continues into the late evening hours or when a “white out” condition is determined, plowing, salting and salt/sanding operations may be suspended until early morning hours.

## **WHERE AND WHO TO CALL FOR INFORMATION AND COMPLAINTS**

Information about snow removal operations can be obtained from the Sugar Creek Town Clerk's office during regular office hours, 742-3383.

Complaints should be directed to the Road Commissioner. These will be investigated and discussed with the Town Board. Final action on complaints rests with the Town Board.

Complaints shall be give in a **respectable** manner. The Town Board, employees, spouses or family members will not deal with rude or belligerent complaints.

Complaints regarding individual operators must be submitted in writing, signed and filed at the town hall during office hours. The complaint will be reviewed by the Town Board at their first regular posted meeting. All people involved will have the opportunity to be present at that time.



## **BLOCKED DRIVEWAYS FROM SNOWPLOWS**

The Town does not have any obligation nor are we able to clean snow out of driveways.

Considering the large number of driveways in the Town, it would be too costly and not practical to use our personnel and equipment to clean driveways.

Things to consider about snow removal from your driveway:

1. Standing in your driveway facing the road, shovel all your snow to your right at the driveway entrance, allowing the snowplow to take the snow down the road.
2. If possible, don't plow your driveway until the snow plow has gone by.

State Statute prohibits plowing any snow from driveways onto the road right-of-way. As per a court ruling (ss 893.83), this creates an unnatural accumulation and the Town is not liable. The property owner will be liable for all damages.

If you hire someone to plow your driveway, be sure they know about this policy.

## MAIL BOX POLICY

Operators are instructed to be very cautious near mail boxes. In most cases damage to a mail box is caused by heavy snow hitting the box. The mail boxes are not usually hit by the plow. The Town assumes no liability for mail box damage or losses.

The following rural mail box policy as adopted by the Town Board on Feb. 19, 1979 shall remain in effect:

Rural mail boxes have been and are allowed on the highway right-of-way as a matter of convenience to the land owners or occupants and not as a matter of right. Encroachments upon the highway right-of-way are governed by Section 86.04 of the Wisconsin Statutes which states in part as follows:

86.04.....If any highway right-of-way shall be encroached upon, under or over by any fence, stand, building or any other OBJECT.....the Town Board (in the case of a highway maintained under the authority of .....Town).....MAY order the occupant or owner of the land through or by which such highway runs and to which the encroachment shall be appurtenant, to remove the same beyond the limits of such highway within 30 days.

Thus, it is the intention of this policy that if a mail box is accidently damaged in the process of removing snow, mowing the right-of-way, graveling the shoulder, or any other act of maintaining the right-of-way, it is the land owners or occupants obligation to repair or replace the mail box.

It is further the intention that the above policy shall also be applicable to tubes or boxes for

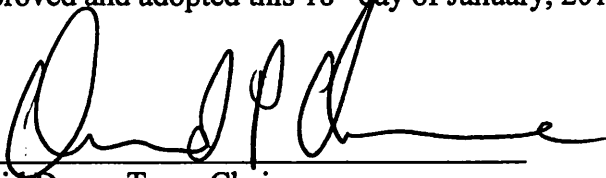
newspaper delivery and it is also required that such tubes or boxes be located adjacent to the mail box, if any.


Should, for some reason, there be no mail box for a particular residence, then the tube or box shall be located on the same side of the roadway as are the mail boxes which serve other residences along the route.

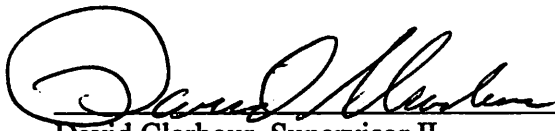
This Winter Road Maintenance Policy shall be deemed to be in force after its passage and approval.

The foregoing Winter Road Maintenance Policy was adopted at a regular meeting of the Sugar Creek Town Board on January 18, 2010.

Approved and adopted this 18<sup>th</sup> day of January, 2010

  
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David Duwe, Town Chairman

  
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Dale Wuttke, Supervisor I

  
\_\_\_\_\_  
David Clarbourn, Supervisor II

Attest:

  
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Diane Boyd, Town Clerk