

HAMILTON COUNTY DEPARTMENT OF ROADS SNOW REMOVAL PLAN AND POLICIES

November 7, 2024

The Roads Department of Hamilton County is responsible for providing snow removal for approximately 989 miles of county roads both gravel and asphalt. The Roads Department does not guarantee that county roads will be free of snow and ice after plowing. Bare, dry roads should not be expected and will not be provided. The Roads Department attempts to maintain adequate traction for vehicles properly equipped for winter driving conditions.

Planning for a winter storm is difficult. The differences in rate of snowfall, moisture, content, temperature, time of day and wind velocity make each storm unique. However, it is the intent of this program to establish general policies and procedures to make travel within the County as safe as possible. Safety is the primary concern and all persons involved with this plan shall consider Safety first in their operating procedures. The Hamilton County Highway Superintendent is responsible to format and implement this Snow Removal Program and Policy with the input and approval of the Hamilton County Board of Commissioners.

The following snow removal plan covers the procedures that will be followed in the event of a winter snowstorm. Any of the operations may be altered by the Highway Superintendent or Assistants depending on weather conditions and/or emergencies. Regular year-round working hours are 7:00 a.m. to 5:30 p.m. Monday through Friday. No overtime work will be performed on weekdays, weekends or holidays unless authorized by the Highway Superintendent or Assistants.

START UP PROCEDURES AND SNOW ROUTES

In the event of a snowstorm, the Highway Superintendent or Assistants will contact the operators as to when to proceed with plowing operations. All operators have a map of their area with emergency snow routes clearly marked. These routes will be strictly followed by priority and will not be deviated from for any reason other than an emergency. After the prioritized routes have been cleared, a systematic approach will be taken to clear the rest of the area, with school bus and mail routes taking priority.

Emergency Snow Removal Priority Route Maps

Snow removal priority route maps shall be mailed to all school districts and post offices that use county roads and an emergency snow removal priority route map will be placed in all county newspapers each fall to inform the public of the county's priority snow removal routes. The priority map can also be found on the Hamilton County website under the Highway Department tab.

Gravel Roads

No operators or equipment will be dispatched for snow removal on gravel roads until at least **four inches** or more snow has accumulated. Snow and wind conditions will determine when plowing operations proceed due to poor visibility, safety conditions, snowfall per hour, etc. Snow removal will not proceed until visibility is no longer a problem.

Paved roads

Truck plows will be dispatched on all paved roads when **two inch** or more snow accumulation is received. Trucks will continue to remove snow from paved roads until snow becomes too deep for trucks to remove or if it becomes a wasted effort due to blowing snow. If motor graders need to be used, tight blade paved roads to remove as much snow and ice as possible without harming the pavement surface.

Bridges

All snow will be removed from bridges as roads are cleared.

Snow Fence

It is county policy to purchase and install snow fence at the locations designated by the Highway Superintendent in accordance with State Statutes.

Special Circumstances

Rarely does the county receive the same amount of snow county-wide. Under these circumstances, employees and equipment will be moved from the least heavy snowfall area to concentrate on the hardest hit portions of the county. This will be done only upon authorization of the Highway Superintendent or Assistants. Under extreme heavy snowfall, the need for outside contractors may be required to assist in removing snow. The following contractors are to be contacted each fall for a written per hour cost quote for employees and equipment to be used in snow removal. A current "Certificate of Insurance" shall be obtained.

Abandoned Vehicles/Stuck Motorists

The sheriff's office will be notified when abandoned vehicles are found stuck in snowdrifts. The vehicle license number will be provided to the sheriff's office so they can contact the owner. The sheriff's office can make the determination as to calling a towing firm and billing the owner of the vehicle for towing services. Vehicles will NOT be removed from roadway or snowdrift by county employee's. Updates to the Hamilton County Department of Roads Snow Removal Plan and Policies will be made by the Hamilton County Board of Commissioners and the Hamilton County Highway Superintendent.

EMERGENCY CONTACTS:

Hamilton County Department of Roads Office: (402)694-6184

Hamilton County Sheriff Office: (402)694-6936