City of Chiloquin
A Municipal Corporation

A Resolution to outline duties regarding Snowplowing for the City by public works And private operators

WHEREAS the City of Chiloquin City Council has become aware that there has been no written snow removal policy; AND

WHEREAS, there can be different ideas about how streets should be plowed, AND

WHEREAS the City council wants to be assured that the streets are being plowed in a professional and consistent manner, SO

NOW, THEREFORE, BE IT RESOLVED, the following document shall be the City of Chiloquin Snow Removal Policy:

The City does NOT have a bare pavement policy. Snow and ice control operations are intended to provide the prudent motorist with a reasonably safe traveling surface. During heavy snowfall or severe icing conditions, motorists may need to install chains or other traction devices.

1 – Decision to start plowing is made by the Public Works Staff based on the following criteria:
   a. Weather report and current conditions.
   b. Amount of snow on the ground (how much) and the snow condition (wet, dry — slush conditions).
   c. Time of day, day of week (holiday, school cancelled, school vacation).

2 – Process of plowing
   a. Public Works will plow in a manner that creates the most efficient use of manpower and machinery.
   b. Public Works will plow in a manner that maintains street widths.
   c. When possible, plowing will be done from 4:00 A.M. to 9:00 A.M.

3 – Hours and Overtime
   a. Public Works will attempt to limit overtime; they will watch the budget, and keep in touch with the City Recorder regarding the overtime.
   b. If possible, the employees will clock out after an 8-hour shift. When possible, additional plowing will be put off until the next morning.
   c. School Route will be a priority for safety. This often requires removal of slush in the afternoon.
   d. Council can authorize Public Works to recruit outside help if necessary.
4 - Plowing of private property
   a. Residents’ driveways will not be plowed by city staff; this is the resident’s responsibility.
   b. City plows will not enter private property.
   c. Due to the large number of driveways in the city, plow operators cannot avoid filling driveway entrances, or piling snow in front of paper boxes or on sidewalks during plowing operations.
   d. When all snow plowing duties are complete, Public Works staff may remove the berm in front of the driveway where a medical emergency or handicap issue exists for a low-income resident. For those residents who are not low-income, there are many snow plowing services available.

5 - Snow plowing by Others/Contractors Hired for Private Property
   a. All commercial operators need to have a city business license.
   b. Expenses incurred due to any property damage to city infrastructure, sidewalks, valve boxes, sign posts, etc. must be reimbursed by the other plow operators to the City of Chiloquin, including but not limited to time and materials needed to repair the issue.
   c. Other operators are NOT allowed to place snow or gravel on the city sidewalks.
   d. Other operators cannot plow snow into the city right-of-way or across streets. The snow they are plowing must stay ON THE PROPERTY they are plowing.
   e. Stacking snow at corners and driveways in such a way that it impedes visibility will not be allowed.

6 - Heavy equipment used for plowing
   a. All skidders, cats with steel tracks, lugged tires, farm tractors, and equipment that will cause problems to the city asphalt roads and curbs, signs, etc. must be trailered to the site and off-loaded, then reloaded at the site.
   b. All such equipment must be kept off city property.

7 - Parking problems
   a. Notices will be sent with the October water bills to remind, advise, or warn customers of parking issues, and to advise them to remove all items (boats, basketball hoops, etc.) from the city right-of-way.
   b. Vehicles that impede the snow plowing process will be tagged and towed at the discretion of the Public Works staff. Cost of recovery is the vehicle owner’s responsibility.

8 - Alleys
   a. Only the commercial trade alleys will be plowed.
   b. All other alleys will not be plowed.

Passed by Council and Dated this 11th day of December 2017

By: Mark Cobb, Mayor
   Teresa Foreman, City Recorder