

## MECOSTA COUNTY ROAD COMMISSION POLICY

**DATE:** November 14, 2006  
**TO:** DISTRICT & AREA FOREMEN  
ADMINISTRATION  
**SUBJECT:** Policy Letter 2 – 1  
Pages; 2-1-1; 2-1-2; 2-1-3  
**WINTER MAINTENANCE OPERATIONS**

### OBJECTIVES

1. Reduce driving hazards caused by snow and ice covered roads.
2. Assist emergency services personnel in the performance of their duties.
3. Reduce the shut down of schools and industry by eliminating hazardous road conditions in a timely manner.
4. Maintain safe routes for the normal movement of agricultural products.

### QUALITY STANDARDS

1. District Foremen are authorized to work part to all crews during daylight hours to make a single opening in County Primary and Local roads as well as subdivisions.
2. All employees as much as possible shall conserve winter maintenance material.
3. Unrelated Winter maintenance activities, such as tree cutting, delineator post replacement and servicing equipment, will be accomplished as weather conditions permit.
4. Blade truck operators will not plow less than one inch (1”) of snow.
5. The Maintenance Foreman and mechanics will be responsible for maintaining equipment to allow for maximum usage during Winter weather conditions.

### ROUTE PRIORITY/CLASSIFICATION

**First Priority:** State Highway Routes: US131 Freeway, US131 Business Route, Northland Drive, M-66 and M-20 as designated by the Michigan Department of Transportation and the Mecosta County Road Commission.

**Second Priority:** County Major Collectors: Major traffic generating routes connecting residential, commercial and industrial areas of the County.

**Third Priority:** County Minor Collectors: Local routes that connect to Major Collectors and subdivisions with year round concentrations of residents.

**Fourth Priority:** Local Roads: Hard surfaced roads that carry lesser concentrations of traffic to County Minor Collectors.

**Fifth Priority:** Gravel Surfaced Roads: this category also includes all of the remaining subdivisions with sparser populations.

## LEVEL OF SERVICE BY CLASSIFICATION

**First Priority:** Bare pavement with overtime authorized as necessary to achieve criteria established by the Michigan Department of Transportation as indicated on route maps issued to each District Foreman. Generally salt shall not be applied at a rate to exceed 450 pounds per mile. Usage will vary according to the conditions.

**Second Priority:** Overtime may be authorized by the District Foremen to open access to subdivisions, emergency spot sanding of hill, curves and intersections. Continuous sanding shall be done during periods of freezing rain or related icy conditions at a rate not to exceed on half cubic yard per mile. The Board of Road Commissioners will review this priority on an ongoing basis to maximize existing manpower, equipment and financial resources.

**Third Priority:** When a concentration of snow six inches (6") or greater accumulates, blading, plowing and spot sanding activities will be authorized. The District and Maintenance Foremen may authorize overtime as required. The Board of Road Commissioners will review this priority on an ongoing basis to maximize existing manpower, equipment and financial resources.

**Fourth & Fifth Priority:** When a concentration of snow six inches (6") or greater accumulates, blading, plowing and spot sanding activities will be authorized. The District and Maintenance Foremen may authorize overtime as required. The Board of Road Commissioners will review this priority on an ongoing basis to maximize existing manpower, equipment and financial resources.

Predetermined snow removal and maintenance routes will be established for all sections of the County. The District Foremen may deviate from the established routes in cases of severe weather or emergency response assistance.

Routes that overlap between districts or employees will be coordinated to assure that Winter maintenance material is not wasted.

When weather conditions require continuous operations, no employee will be required to remain on duty for a period greater than sixteen hours (16). An eight (8) hour rest period between shifts will be allowed.

### NIGHT PATROL

A Contract has been established between the Michigan Department of Transportation and the Mecosta County Road Commission to allow for a Night Patrol position. This position will be supervised by the Superintendent and/or Manager and will comply with the terms of the MDOT contract as required.

(The Board of Road Commissioners originally adopted this policy on July 9, 1996; Revised November 25, 2003)

**Revised by the Board of Road Commissioners on November 14, 2006**