

Emergency Ice Control Procedures	P.W.-Sanitation/Street	2600
	2603	1-2
		1/1/82
		12/1/96

1.0 PURPOSE:

To describe the standard policies that are followed by the Sanitation and Street Division of the Department of Public Works-Department, when emergency ice control procedures must be implemented.

2.0 ORGANIZATIONS AFFECTED:

This policy applies to all City of West Allis departments, boards, commissions, and the general public.

3.0 POLICY:

It is the policy of the Department of Public Works Department to follow a uniform policy when it is determined that emergency ice control procedures must be implemented.

4.0 REFERENCES:

None

5.0 PROCEDURES:

5.1 RESPONSIBILITY

The Sanitation and Street Division of the Department of Public Works Department shall be responsible for administering the City's emergency ice control procedures.

5.2 GENERAL POLICIES

5.2.1 Supervisor on Watch. The Supervisor on watch will notify the Director of Public Works and the Superintendent of Sanitation and Streets when alerted that a salting operation is initiated. Notification is not necessary between the hours of 12:00 midnight and 7:00 a.m.

5.2.2 Ice Control Operation. The Supervisor on watch may be instructed by one of the above, which ice control operation is to be put into effect. If an ice control operation is initiated by the Supervisor on watch between the hours of 12:00 midnight and 7:00 a.m., only the main arteries are to be salted. If, during these hours, the Supervisor feels it is necessary to do the residential streets, he/she must notify one of the aforementioned people for permission.

- 5.2.3 Immediate Supervisor. The Supervisor on watch will oversee the entire operation. He/she will make field checks as conditions warrant and, if situations necessitate that the Supervisor spend a major portion of the time in the field, it is advisable that he/she secure an office clerk to handle phone calls, distribute assignments, serve as radio dispatcher and in general, help the Supervisor on watch.
- 5.2.4 Operational Personnel. The Supervisor on watch will secure the necessary personnel for the operation, using the rotating list of personnel to drive, in the Sanitation and Streets Division.
- 5.2.5 Equipment Availability. The ~~Fleet Services~~ Equipment-Repair Superintendent will submit a report to the Superintendent of the Sanitation and Street Division on the availability of ice control equipment on Fridays and when a snow storm is imminent.
- 5.2.6 Employee Parking. The employee parking lot will be kept clear of snow.
- 5.2.7 Main Driveway. The main driveway will be kept clear of snow by using the spare time of the equipment operator.
- 5.2.8 Municipal Parking Lots. Municipal parking lots shall be salted after the other work has been completed. ~~Alleys north and south of Greenfield Avenue, between South 70th and 76th Street, east and west portions only, behind business places.~~
- 5.2.9 Ice Control Follow-up. After primary ice control operations have been completed, one or more of the following secondary ice control operations may be put into effect by the Director of Public Works or the Superintendent of the Sanitation and Streets Division.
- 1.) City sidewalks.
  - 2.) ~~Tunnels.~~
  - 3.) ~~Bus stops.~~
  - 4.) Sidewalks over and under bridges.
  - 5.) ~~Crosswalks and safety islands.~~
  - 6.) Other.