



Village of Wrightstown

Department of Public Works & Utilities

P.O. Box 227

101 Washington Street
Wrightstown, WI 54180

Phone – 920-532-0434

Fax – 920-532-0433

www.vil.wrightstown.wi.us

Snow and Ice Removal Guidelines

The Village of Wrightstown maintains snow removal services on 16 miles of village streets. Brown County and Outagamie County Highway Departments maintain all county and state roads through the village.

The DPW Director, foreman, and staff person on call will be responsible for monitoring the weather during the winter snow plowing season. In coordination with the public works director and foreman, the on-call employee will begin snow removal procedures as outlined in this policy.

SNOW REMOVAL

Unless otherwise requested by the Village Administrator or the Wrightstown Police Department snow removal guidelines are as follows:

2 Inch Accumulation: When village streets have about 2 inches of snow cover the on-call employee shall check hilly roads and sloped intersections within the village and salt as needed.

2 - 3 Inch Accumulation: For snow events reaching 2 – 3 inches of accumulation that end during the workday, snow removal operations will occur immediately. When snow events end during the evening and overnight, snow removal operations will begin the next workday during regular business hours (for snow events Sunday evening through Friday afternoon). Weekend snow removal operations (Friday evening to Sunday afternoon) will occur as needed.

Greater Than 3 Inch Accumulation: If greater than 3 inches are expected full snow removal procedures will not be in effect until the snow has stopped falling. During the snow event the on-call person will be required to monitor the hills and critical intersections and salt or plow as needed.

6 Inch Accumulation or Greater: If snow fall accumulates to prevent traffic movement, the plows will be called out when accumulation reaches 6 inches. Hills and high traffic local roads will be plowed with one pass only. After the snow event has ended the plow crew will commence with full snow removal operations.

Snow removal will typically consist of three passes, and be from curb to curb. The center lane will be plowed first followed by another pass in the parking lane in each direction. Center lane plowing speed shall not exceed 20 mph, and parking lane speed shall not exceed 15 mph.

DEICING

The village uses a salt/sand mixture in addition to salt for maintaining village roads. As a rule of thumb for the village, salt will not be applied on the main runs of the street to remove snow from the streets. Snow removal will be completed through plowing. Salt or sand/salt will be applied to main runs of the road as needed or as dictated by road conditions.

Applying salt to roads with blowing snow and cold temperatures will cause drifting snow to stick to the pavement. DPW crews will avoid applying salt in these situations so the dry snow will continue to blow off the cold road surface.

When road temperatures are above 15 F salt can be used for ice covered roads. When temperatures fall below 15 F a sand/salt mixture will be used. Salt will lose its effectiveness for melting ice at approximately 15 F. Application rates will vary depending on condition.

Black Ice – if the temperature of the pavement is at or below the dew point temperature, moisture will form on the roadway. If the pavement temperature is at freezing, 32 F, frost or black ice will form on the roadway.

SNOW PLOWING SEQUENCE

Hilly streets within the village limits will be maintained first. In no particular order these areas are; Mueller Street, Clay Street, Pine Street, Hickory Street, Bridge Street, Longwood Lane at STH 96, and Fox Shores Drive.

Once the hilly areas have been taken care of the plow crews will then plow the higher traffic local streets within the village. These are; Golf Course Drive, Royal St. Pats Drive, Quality Court, Van Dyke Street, N. Poplar Street, School Street, Fair Street, Country Run Drive, Longwood Lane, Clay Street, and Fawnwood Drive at Longwood Lane to Burning Tree Court to Louise Drive to Highland Street to Clay Street. In addition to these streets, plow crews will plow the fire station from the garage doors to the driveway entrance. The remaining portion will be plowed when the crews plow the local village streets.

Once the high traffic local streets within the village are cleared from snow, in no particular order, the plow crews will then begin clearing the residential streets and cul-de-sacs within the village limits. Full snow removal from village streets takes between 10-16 hours to complete, depending on severity of the storm.

ROADS NOT MAINTAINED BY THE VILLAGE

Not all streets in the Village of Wrightstown are maintained by DPW. Brown County and Outagamie County Highway Departments are responsible for maintaining the following roads:

Outagamie County Highway – CTH U from HWY 41 to STH 96

Brown County Highway – STH 96 (Main St and High St.), CTH D (Plum Rd and Lost Dauphin), CTH DD (Broadway St.), CTH DDD (Steffens St), and CTH ZZ (Washington St.).

DOWNTOWN SNOW REMOVAL

Snow removal from the curbside will be completed as needed by DPW staff in the downtown areas after all streets in the village have been plowed. To avoid high traffic times snow will be stockpiled in various areas in the early morning hours prior to 8:00am. During regular work hours DPW staff will transport the stockpiles of snow to village land for storage until the snow melts.

These areas include:

West Side – Broadway Street from Hickory Street to the bowling alley, STH 96 from the Shell gas station to the library on both sides, front of post office, and at St. Paul's church.

East Side – STH 96 from the bottom of the bridge to the car wash on both sides, Washington Street from the bear bait to the DPW garage on both sides, Mueller Street on both sides, and St. Johns School and church.

SIDEWALKS MAINTAINED BY DPW

Sidewalks maintained by DPW will be cleared after street plowing has been completed. Sidewalks and crosswalks maintained by DPW will be cleared during the normal work day. No overtime will be allotted for clearing sidewalks if snow falls on Sunday through approximately noon on Friday. If greater than 2 inches of snow falls from Friday at 3:30pm to Sunday morning at 7:00am DPW staff will clear high pedestrian traffic areas only. These areas include; sidewalks on the STH 96 bridge, sidewalk in front of Zirbel Sledding Hill, and the sidewalk in front of Village Hall. All other sidewalks maintained by DPW will be cleared on the following Monday.

Per ordinance, sidewalks should be shoveled within 24 hours of the end of a snowfall. Snow will be cleared on sidewalks to the pavement. When ice or snow remains on the sidewalk, they will be salted or sanded.

RESIDENTIAL/BUSINESS RESPONSIBILITY

It shall be the policy of the village that opening or clearing private driveways or clearing the front of mailboxes will not be the responsibility of the village. Property owners are responsible for clearing their own driveway and mailbox area.

Per Village Code 170-6, the owner /occupant of any lot or parcel shall remove all snow and ice which may have fallen or accumulated upon the sidewalk in front of such parcel within 24 hours after the snow event has ended. If ice and snow cannot be removed the owner/occupant will be required to sprinkle material on the sidewalk to prevent it from becoming dangerous to pedestrians.

DEPOSITING SNOW IN STREETS PROHIBITED

State Statutes 346.94 and Village Code 170-6B prohibit snow from being deposited on state/county/village streets by village property owners/occupants. Shoveling, blowing, or plowing snow from sidewalks and driveways into or across streets is prohibited. Such action will be enforced in accordance with Chapter 1-18 of the Village Code.

PARKING PROHIBITED

From November 15th through March 15th of each year overnight parking on streets within the village limits is prohibited between the hours of 2:00am and 6:00am. Such action will be enforced in accordance with Chapter 1-18 of the Village Code.

SALT/SAND BARRELS

Salt/sand barrels will be set out by the second Friday in November each year. For liability reasons salt/sand barrel locations are limited to one location, Pine Street, due to entrance and exit limitations. The other hilly streets in the village have alternate routes available that drivers can take to reach their destination.

Salt/sand barrel use is to be limited to roadway use only. Pine Street neighborhood residents are allowed to use the salt/sand barrel at their discretion to remove hard-pack snow and ice from the roadway.