

SCHWENKSVILLE BOROUGH
RESOLUTION NO. 2017-14

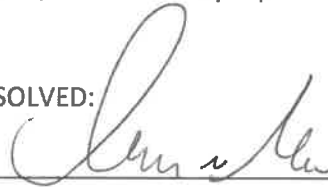
A RESOLUTION REALING AND REPLACING THE 1978 WINTER MAINTENANCE POLICY AND SETTING
FORTH NEW POLICY AND PROCEDURE FOR WINTER MAINTENANCE

WHEREAS, the 1978 Schwenksville Borough Council in February of 1978 adopted a Winter Maintenance Policy establishing guidelines for plowing open private and non-ordained roads for sole purpose of providing access for emergency services to reach properties located on non-ordained roadways;


WHEREAS, the current Borough Council of Schwenksville Borough desires to adopt a more comprehensive Winter Maintenance Policy addressing current conditions in the Borough;

NOW THEREFORE BE IT RESOLVED AND IT IS HEREBY RESOLVED THIS 9 **DAY OF** Nov., **2017** that the 1978 Winter Maintenance Policy adopted February 17, 1978 is hereby repealed and adopting the 2017 Winter Maintenance Policy attached hereto;

RESOLVED:



Darren Rash, Borough Council President



Joseph Giunta, Schwenksville Borough Mayor

ATTEST:



Gail Phillips, Borough Secretary

Road Network Winter Service Policy Statement 2017-2018

I. Introduction

This policy statement has been released following a review by Borough Council of its Winter Service Policy adopted 9 of Nov., 2017 by majority vote of Borough Council. This policy is based on the recognized best practices, local experience and operational circumstances arising from a diverse range of winter service conditions experienced due to the nature of Schwenksville's geography and the economics of delivering winter maintenance services.

II. Goals and objectives for Winter Maintenance

A. Goals

1. **The safe movement of all local road and highway users is perceived by the public to be important, if not critical, especially during periods of snow and ice.**
2. **Minimizing delays and disruption due to bad weather has significant emergency service delivery implications as well as economic implications for the residents of Schwenksville.**

B. Objectives

1. **Prevent Ice forming on the Road Network, known as "pre-salting".**
2. **Melt ice and snow already formed on the Road Network, known as "post salting".**
3. **Remove Snow from the travel lanes**
4. **Maintain Clear-Sight Angles at intersections**
5. **Provide a clear understanding of Responsibility for different portions of the Road Network.**

III. Road network

A. State Highways

Roadways owned and maintained by the Pennsylvania Department of Transportation which include Main Street, Game Farm Road, Park Avenue and Perkiomen Avenue.

B. Public Locally Owned Roads

Public Locally Owned Roads consists of all Ordained Roads maintained by Schwenksville Borough.

C. Private Roads and Alleys

Private roads and alleys are un-ordained right-of-ways that provide vehicular access to one or more private homes. There typically is a defined right-of-way that was never accepted for dedication by the Borough. In some cases, there are Home Owners Associations that are responsible for the maintenance and upkeep of the road or alley. In other cases, there is no homeowner’s association, only shared rights of access. The Borough has no legal obligation to perform any maintenance or winter maintenance services or activities to these roads. Any winter maintenance performed is for the sole purpose of providing emergency services access to occupied properties located on private roads and alleys and is done with no obligation or responsibility for making any repairs to the road before or after snow plowing.

D. Easements, Driveways and Parking Lots

The Borough of Schwenksville is responsible for certain easements, driveways and parking lots where by express written agreement or ownership the Borough has assumed responsibility for the winter maintenance.

E. Sidewalks

The Borough is a property owner in Schwenksville Borough and responsible for winter maintenance on sidewalks fronting Borough owned property.

IV. Responsibilities

A. PennDot.

The Pennsylvania Department of Transportation is responsible for Winter Maintenance of all State highways in Schwenksville Borough:

1. **Pre-Salting Activities (Brine may be used)**
2. **Post-Salting Activities**
3. **Remove snow from the travel lanes**

B. Schwenksville Borough

Schwenksville Borough contracts with Schwenksville Borough Authority (SBA) for winter maintenance services. Additional contracts with other providers may be used to supplement services provided by SBA or replace them. The word “contractor” may be used interchangeably as a substitute for all references to the Schwenksville Borough Authority (SBA) should service providers change:

1. **Snow Emergency**
Snow Emergencies are Declared by the Borough Mayor and per Borough Code are in effect automatically after 3” of snow or more has fallen.
2. **State Highways.**
SBA will only provide winter maintenance services to state highways on an emergency or “public safety” basis.

3. **Ordained Roads**

SBA will provide the following winter maintenance services to all Ordained Roads in the Borough:

- a) *Pre-Salting Activities*
- b) *Post-Salting Activities*
- c) *Remove Snow from travel lanes*
- d) *Maintain Clear Sight Angles at Intersections*

4. **Private Roads and Alleys**

SBA will plow open private road and alleyways located in Schwenksville Borough and not maintained by a Homeowners Association up to the nearest property line of the last house on the private road or alley **minimally sufficient for emergency services** [police, fire, ambulance] vehicular access to the property or properties that take principal access from the private road:

- a) *Where no Homeowners Association Exists;*
- b) *Where homes are occupied;*
- c) *When a Snow Emergency is called into effect by the Mayor;*
- d) *After all Ordained Roads have been deemed cleared;*
- e) *During daylight hours or after plow operators have had sufficient rest periods;*
- f) *Without responsibility for regrading stone or repairing asphalt not in suitable condition to sustain plowing activities.*

5. **Easements, Driveways and Parking Lots**

SBA or an approved subcontractor shall provide winter maintenance services as provided to Ordained roads to Easements, Driveways and Parking Lots owned or maintained by the Borough:

- a) *After servicing Ordained Roads;*
- b) *After all roads are deemed open for emergency services;*
- c) *After plow operators have had sufficient rest periods;*
- d) *Parking Lots used by businesses will be prioritized and all non-essential easements, driveways and parking lots will be cleared of snow during regular business hours*

6. **Sidewalks fronting Borough Property**

- a) *SBA or an approved subcontractor shall clear Borough maintained pedestrian connection of snow*

7. **Meadow Park Facilities & Borough Maintained Pedestrian Connections**

- a) *SBA or an approved subcontractor shall clear Borough maintained pedestrian connection of snow when time, budget and manpower permit. If the Borough is unable to open them due to the quantity of snow, the pedestrian routes shall be closed by declaration of the Mayor.*
- b) *The Lower Parking Lot of Meadow Park and the looped walking trail shall be closed during and after snow emergencies by declaration of the Mayor.*

C. Property Owners

1. **Private Roads, Easements & Un-ordained Rights-of-way**

Property owners who take access from un-ordained rights-of-way or utilize un-ordained alleys are responsible for pre-salting activities, post-salting activities and snow removal to provide direct access to their properties. Examples in the Borough are: Boyer Alley, Boulevard Avenue, Woodland Avenue between Summit Ave and the Borough Line, Street and the Alley that runs behind 480-556 Main Street.

2. **Sidewalks, Crosswalks and Fire Hydrants**

Property owners are required to clear a path 24" wide within 24 hours of the cessation of snow. Openings for fire hydrants and crosswalks are also required to be cleared of snow and made accessible.

3. **Declaration of Snow Emergency**

Residents living along Snow Emergency Routes are required to remove all vehicles from the roadway when the Mayor declares a Snow Emergency Declaration is made or when 3" of snow is anticipated to fall or has fallen. Snow Emergency Routes must be kept clear of vehicles until all snow removal activities have ceased.

D. Schwenksville Borough Authority or Contracted Service Provider

The Schwenksville Borough Authority is currently the contracted service provider for winter maintenance in Schwenksville Borough. The SBA is responsible for

- 1. **Stockpiling all De-icing Supplies**
- 2. **Maintaining Public Salt Barrels at select locations**
- 3. **Providing sufficient number of vehicles/equipment to respond appropriately**
- 4. **Providing sufficient staffing to respond appropriately**
- 5. **Assigning Routes and vehicles for defined route**

6. **Contracting out for supplemental operators if necessary**
7. **Monitoring weather and conditions and determine appropriate response and timing of response**
8. **Managing Winter Maintenance Personnel**
9. **Respond to Emergency Call-Out Situations**
10. **Notifying the Borough of any emergency situations, accidents or service delivery problems.**

ATTACHMENT A "SNOW EMERGENCY MAP"