

**TOWN OF BASS LAKE**  
**SAWYER COUNTY**  
Highway Department

Winter Maintenance  
Policy

## Introduction

This policy presents an overview of snow and ice control and removal operation. The elected representatives of the Town shall review these operations from time to time.

All snow and ice removal operations are to be considered emergency in nature because public safety is involved.

The Town of Bass Lake roads are subject to freezing rain, snow, ice and snow drifting at any time during the months of October through May. The Town is responsible for the maintenance of approximately 85 miles of roads. According to Wisconsin Statutes § 893.83(1), the town has three (3) weeks to remove natural snow and ice accumulations. The town's goal is to maintain the roads in good driving conditions as weather, equipment and budgets allow. Planning and preparing for snow or ice removal operations is difficult due to the uniqueness of each storm. No two storms are ever the same. The factors such as rate of snowfall, temperature, moisture content, time of day and wind intensity and direction determines the behavior of each storm. The town operations must be flexible enough to combat the different types of storms.

The town uses area radio stations, local TV stations, the Sawyer County Highway Department and the Department of Transportation (DOT) forecasts and personal observations to keep track of the weather conditions. The Sawyer County Highway Department will be the primary source of operational decisions.

During snow and ice storms, town road crews will respond to emergency conditions to the extent practical. The town will not respond to unverified emergency requests direct from the public.

The town will not take responsibility for removing snow that is put into the end of driveways from road clearing operations. That is the responsibility of the property owner.

The town equipment is not be used to pull vehicles out of the ditch or jump-start any vehicles.

### Procedures

#### Order of Operation

- 1.) Snow plowing of roads.
- 2.) Sand/Salt main road intersections if needed.
- 3.) Sand/Salt roads with hills, curves, or areas of danger to public.
- 4.) Sand/Salt school bus routes.
- 5.) Clean up of intersections.

### Ice Control

Due to the cost, the Town cannot apply large amounts of straight rock salt to the roads. Rock salt may be used during extreme ice conditions. The Town normally uses a salt/sand mixture. The salt is used in the mixture to keep the sand from freezing and keep it workable. The sand will only be applied to hill, curves and intersections, unless ordered differently by the Town Chairperson or the Road Supervisor. There is no State or Federal law that requires the Town to apply salt or sand. Salt or sand will be applied as the availability and budget allows.

### Snow Removal

The snow removal will begin when two (2) or more inches have accumulated and the falling snow has stopped. If a large storm, more than eight (8) inches, hits during the daytime, the Town may plow the main through roads during the storm and clean up after the snowfall quits. The Road Supervisor or the Town Chairperson will decide when the equipment will go out. The Town Chairperson has the authority to suspend snow removal if conditions become too dangerous to the operators or becomes impractical or too costly to continue. During severe storms the Town may not be able to handle the snow removal as rapidly as usual. No guarantee is made or implied to the length of time it takes to clear the roads. The operators of the equipment should not work longer than ten (10) to twelve (12) hours during a normal snowfall and no longer than twelve (12) to fourteen (14) hours during a severe storm unless cleared with the Town Chairperson. Town roads that are gravel may not be plowed until the roads are froze enough to support plows. During the spring break up some roads may become too weak to plow. The Road Supervisor or the Town Chairperson shall determine if roads will be plowed under these conditions.

### Mail Boxes

Operators are instructed to be very careful near mailboxes. In most cases, the damage to a mailbox is done by the snow hitting it, not the plow. Mailboxes should be constructed to allow the plow or wing to pass under it and withstand the force of flying snow and slush from plowing operations. Posts or bases should be a minimum of two feet back from the existing shoulder of the road. The box should be located as quoted from the US Postal Service website: *"You should install the mailbox with the bottom of the box at a vertical height of between 41-45 inches from the road surface."*  
The Town assumes no responsibility or liability for damage to mail boxes.

Objectives

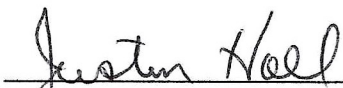
1. To minimize hazards of slippery road conditions to motorists through tried and proven methods of snow and ice control on the Town roads.
2. To reduce the economic losses to the area caused by workers and commercial enterprises not being able to get to their jobs or make deliveries.
3. To aid in the handling of emergencies by fire, sheriff and police during the winter months.
4. To restore travel conditions for the convenience of the public to normal as soon as possible.


Complaints

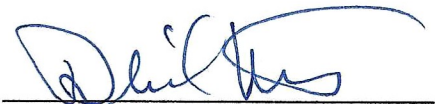
Any complaint about snow or ice removal shall be directed to the Road Supervisor at the Town Shop at (715) 634-3161 or to the Town Chairperson or a Town Supervisor. Any complaint that may require disciplinary action of Town employees shall be in writing and submitted to the Town Clerk. Complaints will be filed at the Town Hall. The Town will not respond to any obscene or rude complaints.

The Town of Bass Lake, Sawyer County Winter Maintenance Policy shall be deemed to be in force after its passage and approval by the Town Board.


Adopted this 12 day of December, 2010 by the Town Board of the Town of Bass Lake, Sawyer County.

  
Justin Hall, Chairperson  
Supervisor

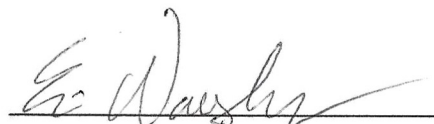
  
John McCue, Supervisor

  
Phil Nies,

  
Dave Aubart, Supervisor

  
Ralph Meixner, Supervisor

ATTEST:

  
Erica Warshawsky, Clerk