

**TOWN OF JACKSON  
WINTER ROAD  
MAINTENANCE POLICY**

**I. INTRODUCTION**

The Town of Jackson roads are subject to freezing rain, icy snow and snow drifting any time during fall, winter and spring months. Normally winter storms can be expected during the months of November through April. The responsibility for keeping vehicular traffic moving on Jackson's 81.42 miles of roads during and following snow and ice storms lies with the Town Road Supervisor under the direction of the Town Chairperson and Supervisors. The Town endeavors to maintain adequate traction for vehicles properly equipped and responsibly operated for winter driving conditions.

- **This does not mean bare dry pavement should be expected after each snowfall or ice storm.**
- **Furthermore, this does not mean the roads will be free of ice and snow.**

The following policy and plan of operations for winter road maintenance has been adopted by the Town Board.

**II. SNOW AND ICE CONTROL**

The Town is responsible for maintenance of 81.42 miles of roads. Of which 42.67 of the 81.42 miles is classified into first priority plowing and sanding of roads. The balance of roads will be plowed and sanded as time allows.

By state statute 81.15 the Town has three (3) weeks to remove natural snow and ice accumulation. The Town's goal is to maintain the roads in as good of winter driving conditions as weather, equipment and budget allows.

Planning and preparing for snow and ice operations is difficult due to the uniqueness of each storm. No two storms are ever identical. The interrelationship of factors such as rate of snowfall, moisture content, accumulation, temperature, time of day and wind velocity determines the uniqueness of each storm. The Town operations must be flexible enough to combat the unique aspect of each storm.

The amount of snow accumulation and time of day at which the storm occurs has a significant affect. High wind conditions may cause roads to quickly fill in again with drifted snow. The temperature at the time of the storm will also affect road

**TOWN OF JACKSON  
WINTER ROAD  
MAINTENANCE POLICY**

conditions. Snow falling on warm pavement will clear off more easily. However, a moderate storm, coupled with a prolonged sub-freezing period will greatly increase the removal effort. Light, dry snows handle more easily than heavy wet snow.

The Town utilizes radio stations, TV, Burnett County Highway Department and State DOT forecasts to the extent they are available.

During snow and ice storms the 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 request must come from the appropriate emergency agency (i.e. fire, law enforcement, etc.). The Town road crews will not plow or sand on private property without authorization from the Town Chairperson or an appropriate emergency agency as stated above. The Town will not take any responsibility for the removal of snow that is plowed into private driveways from the Town road clearing operation. Driveway maintenance is the property owner's responsibility.

**III. ICE REMOVAL**

The Town does not apply straight rock salt to our roadways. The Town uses abrasive sand treated with 15% (by volume) of salt per cubic yard. This amount of salt is necessary to keep sand from freezing in the pile and keeps the sand workable. Salt sand is normally applied at curves, intersections, hills and steep grades. Some ice storms may necessitate more extensive salt sanding operations. Typically at 20 ° F, this salt content may promote a thawing or clearing of compacted snow or ice.

- Note: Salt sand is NOT available for property owners use on private roads, driveways or sidewalks.

**IV. SNOW REMOVAL**

Planning for snow removal operations begins when there is two (2) inches or more of snow expected to accumulate. The Town Chairperson or his/her designee, along with the County Highway Department, has the authority to suspend snow and ice control operations in severe storm conditions when there is danger to the

**TOWN OF JACKSON  
WINTER ROAD  
MAINTENANCE POLICY**

operators or it is not practical or cost effective to continue. Due to budget constraints, the Town may not have sufficient equipment/operators to handle severe snow and ice storms as rapidly as usual. No guarantee is made or implied as to the length of snow and ice removal operations. The main objective of snow removal operations is to plow the blacktop surfaces to shoulders, wing and possibly bench after roads are opened and try to clear the center to bare surface if possible.

V.

**PERSONNEL AND EQUIPMENT**

High priority will be attached to snow and ice removal operations. The Town may not have sufficient equipment or qualified operators to handle all snowstorms or severe ice storms (due to limited budgets). The Town may request assistance from the Burnett County Highway Department if available. (Normally, the county is not available during bad weather as they are also trying to handle their own roads with limited equipment and operators)

The Town has the following personnel available for snow and ice removal:

- One (1) full time employee, the Road Supervisor
- One (1) permanent part time employee
- One (1) special projects part time employee
- *Two (2) On-call emergency snow plow operators*

The Town has the following equipment available for snow and ice removal:

- One (1) 1991 Ford L8000 single axle Dump Truck with 12' reversing front plow and sander.
- One (1) 1999 International tandem axle Dump Truck with 12' reversing front plow and sander.
- One (1) 2005 John Deere 772D road grader (all wheel drive) with one way front plow, belly blade and wing.
- One (1) 2002 John Deere 444H front end loader with 11' reversing front plow mount capabilities.

**TOWN OF JACKSON  
WINTER ROAD  
MAINTENANCE POLICY**

**VI. CIRCUMSTANCES OR EXCEPTIONS OF THIS POLICY**

This policy will be adjusted to meet specific storm circumstances. Listed below are several special conditions.

- Plowing of snow will be limited in storms early in the fall and late spring on gravel surface roads due to the lack of frost to support the snow plows.
- Plowing gravel off the road creates a hazard as well as being very expensive to reclaim or replace resulting in high costs to the taxpayer.
- Plowing may be limited on paved roads during spring break up.

Operations may be suspended or reduced if:

- Fuel is not available due to lack of electricity
- Qualified operators are not available
- Equipment failures occur

The Chairperson has the authority to suspend snow and ice control operations. This may be done in severe storm conditions when there is danger to operators or it is not practical or cost effective to continue.

**VII. SNOW PLOWING AND ICE PRIORITY ROADS**

This is what determines how priority roads have been classified:

1. Major and minor collector roads and all daily traveled bus routes
2. All daily traveled U.S. mail routes
3. All roads with structures located on them

All other roads will be plowed as soon as equipment is available or the crew is in the immediate area with available time.

**TOWN OF JACKSON  
WINTER ROAD  
MAINTENANCE POLICY**

**VIII. INFORMATION AND COMPLAINTS**

Information about road conditions and operations can be obtained from the Chairperson, Supervisors, Clerk or Road Supervisor at their published contact information. The Road Supervisor may not be readily available as he will be out on the equipment trying to meet your needs.

Complaints should be directed to the Town Chairperson. These will be investigated and discussed with the Town Board. Final action on complaints rests with the Town Board.

Complaints may be given directly to the Road Supervisor or alternatively to the Town Supervisors or Clerk. The Town Board, employees, spouses or family members will NOT deal with rude or belligerent complaints.

Complaints regarding individual operators must be submitted in writing, signed and filed at the Town Hall during office hours. The complaint will be reviewed by the Town Board at the first regular posted town meeting. All people involved will have the opportunity to be present at that time.

**IX. MAIL BOXES**

Mail boxes installed in the Town road right of way are placed at the owner's risk. Each mail box should be sufficiently solid to withstand snow-clearing operations. A large plow moves many tons of snow when plowing and especially when widening roadways. The rolling action of the snow will destroy or damage all but the strongest of mail boxes and posts. Residents should place reflectors on or immediately in front of the mail box so the box and post can be more easily seen under poor visibility conditions. (When the time of the storm permits, most of the plowing operations occur during the night time hours)

- It is the property owners responsibility to clear snow around the mail boxes to assure mail delivery by the U.S. Postal Department.

Operators are instructed to be very cautious near mail boxes. In most cases a properly installed mail box will permit the road grader wing or belly blade to clear snow from under it. The Town plow trucks or 444H front end loader cannot clear snow from under the mailboxes. Most cases of damaged mail boxes are caused by heavy snow hitting the box. The mail boxes are seldom hit by the plow.

**TOWN OF JACKSON  
WINTER ROAD  
MAINTENANCE POLICY**

- Property owners can minimize the risk to mail box damage by clearing 15 foot path in front of (the direction the plows come from) their mail box. This allows for the snow load to be dispersed prior to arriving at the mail box location.

The Town, Town Board or Town Employee assumes no liability for mail box damage or loss.

**X. PRIVATE ROADS AND DRIVEWAYS**

The Town does not have any obligation to, nor is it able to clean snow from private roads or driveways. Considering the large number of driveways in the Town, it would also be too costly and not practical to use our personnel and equipment to do so.

- Salt sand is NOT available to property owners for private roads, driveways or sidewalks.

Things you should consider about snow removal from your driveway:

- Standing in your driveway facing the road, shovel all your snow to your right at the driveway entrance. This way the snow plow will take the snow down the road.
- If possible, don't plow your driveway until the snow plow has gone by.

State Statute prohibits plowing any snow from driveways onto the Town road. You are liable for fines and damages. If you hire someone to plow your driveway, be sure they know about this policy.

**XI. TOWN ROADS AND RIGHTS OF WAY**

Objects placed or left in the Town Road Right Of Way are done so at the owner's risk. This includes items such as: Mail Boxes, Fences, Landscape, Signs, Markers and vehicles or trailers.

The Town, Town Board or Employees of the Town may NOT be held liable for damage or loss to any item in the Town Road Right Of Way.