

# SNOW AND ICE CONTROL POLICY



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# I. INTRODUCTION

## PURPOSE

The purpose of this manual is to establish an acceptable policy and operational procedures for snow and ice control on public streets and parking under the jurisdiction of the Village of Mukwonago. This policy provides a uniform understanding of the priorities and procedures used to combat accumulation of snow and ice on Village streets.

## OBJECTIVE

The objective of these policies and procedures is to provide adequate traction for vehicles properly equipped for winter driving conditions. Priority is given to streets which carry the largest traffic volume. Limited resources preclude service on lower priority streets until higher priority streets have been completed. It should be expected that during storms of high intensity or long duration and during non-regular working hours, drivers on lower priority streets will encounter snow-covered or icy conditions. Snow and ice control operations will continue during regular hours and/or until all streets have passable pavement or when plowing and de-icing is no longer effective.

## SCOPE

This policy applies only to public streets under the jurisdiction of the Village of Mukwonago. The village has approximately 91 lane miles of arterial, collector and residential streets that it maintains. Snow removal on county and state highways is provided by Waukesha County.

The Public Works Department is responsible for snow removal from 11 village-owned public parking lots and 3 miles of village-maintained sidewalks. The Utilities Department is responsible for 9 facility lots.

Village ordinance assigns the responsibility of sidewalk snow removal from the Village to the adjacent property owner. § 74-8 **Snow and ice removal**. [Ord. No. 880, § I, 9-16-2014; Ord. No. 910, § I, 3-15-2016]

## II. POLICIES

### RESPONSIBILITY

The responsibility for implementing the snow and ice control policy lies with DPW supervision, or designee. The Village of Mukwonago Police Department may request operations during off hours by contacting the assigned DPW supervision.

### TRAINING

Prior to the start of the snow season, the Department of Public Works will conduct training activities for personnel that will be involved in snow control activities. The training will consist of classroom, hands-on equipment operation and calibration.

### WEATHER MONITORING

DPW supervision will use the National Weather Service, local meteorologists, and on-line resources to develop a mobilization plan for each winter event.

### COMMENCEMENT OF OPERATIONS

The Department of Public Works will monitor conditions whenever there is danger of ice or snow conditions developing on village streets. The Police Department also reports icy conditions to the DPW after regular working hours. The Village of Mukwonago Police Department may request operations during off hours by contacting the assigned DPW supervision.

### PRIORITIES

A limited number of resources and the need to provide the greatest level of safety and benefit to the traveling public, in an efficient manner, necessitate that priority be given to certain heavily used streets above others more minor in nature. Therefore, streets with higher intensity use have a higher priority for snow removal service. Minor streets which require proportionally more time for snow removal for traffic served have a lower priority.

## DEVIATIONS FROM POLICY

Deviations from standard policies and procedures may occur due to unusual or extraordinary circumstances. Every winter storm has unique characteristics such as storm intensity, duration, wind, temperature, and moisture content that influence the methodology used in response to each storm.

Deviations and exceptions from the general priorities and procedures may be made when, in the judgment of the responsible authority, such deviations will best support meeting established objectives and ensuring public safety.

The time required to clear snow and ice from streets depends on a variety of conditions often unique to each storm event. The strategies used to plow streets depend on several factors including:

- Snowstorm intensity and accumulation.
- Anticipated snowstorm duration.
- Type of snow, ranging from light/dry to heavy/wet.
- Ambient air and pavement surface temperatures before and expected after snowfall.
- High winds and drifting conditions.
- Traffic conditions, weekday versus weekend.
- Time of day.
- Time of season – fall, winter, or spring; and
- Availability of equipment and staff.

### III. OPERATIONS PLAN

#### EQUIPMENT RESOURCES

Six (6) single axel patrol trucks equipped with a 2-way plow, wing, salter/sander and pre-wet. One (1) baby dump truck with a 2-way plow and salt/sander. One (1) wheel loader with a 2-way plow and wing. One (1) pickup truck with a plow.

The department may at times utilize equipment from the Utilities Department to assist with snow removal activities. This equipment includes one (1) pickup truck with a 2-way plow and a skid loader.

#### STAFFING

There are seven employees who work full time for the Department of Public Works. These employees can operate plows, sanders and front-end loaders for snow removal. Seven (7) staff members from the Utilities Department are available when snow events require additional support or equipment operators.

#### RESPONSE PLAN

When weather forecasts indicate a pending storm is anticipated to deposit snow within the Village, public works staff will begin applying salt-brine (anti-icing) to priority streets to aid in ice and snow control. This application can generally be completed within eight hours and helps prevent the occurrence of ice buildup on these higher priority streets.

Each plow route contains priority streets and areas of concentrated traffic such as schools, industrial parks, police, and fire services, and will be cleared of snow and are deemed safe for travel during or after a snow event. Snow removal operations shift to secondary streets and cul-de-sacs after priority street have been cleared. Public facilities and public parking lots are cleared at the same time as street operations. Village maintained sidewalk will be cleared within 24 hours after a snowfall ends per village ordinance. Cul-de-sacs, multi-use trails and park lots/roads will be cleared as time allows during normal hours of operation.

#### PRE-STORM APPLICATION OF SALT BRINE

Anti-icing is considered the most cost-effective method of preventing snow and ice from bonding to the pavement. Application rates require far less material when compared to de-icing operations. Brine applied before an event allows for cleaner mechanical removal and requires less salt for deicing. The DPW will begin applying salt-brine to

priority streets identified on the **Primary Anti-Icing Route** when weather forecasts indicate a storm is anticipated. Salt brine is applied at 40 gallons per lane mile when conditions outlined on the **Anti-Icing Flow Chart** are met.

## DE-ICING

De-icing is generally completed along with plowing in conformance with the priority road response system. Pre-wetting of salt prior to dispensing prevents dry salt from bouncing and blowing off the road. This is a cost-effective measure while reducing environmental impacts. Current village equipment uses pre-wet units that spray a salt brine solution on the spinner at a rate of 10 gallons per ton of salt. Staff refer to the **Winter Maintenance Application Guideline** for salt application rates based on best practices of similar events. Rates are adjusted as conditions change.

Sanding alone is conducted when roads are icy and low temperatures make salt ineffective on snow-packed roads.

Once operations have begun, de-icing will continue until the selected streets have had traction restored. Depending on the weather conditions, arterial and collector streets may receive multiple applications along with other high use intersections or streets with inclines.

## MATERIALS

Salt pre-wet with chemical blends as outlined Winter Maintenance Application Guideline is used for deicing operations.

For sanding operations, salt and sand mixtures will be used in different amounts, depending on pavement/air temperature and the amount of precipitation. Generally, a mixture consisting of two (2) parts sand to one (1) part salt is used.

## SALT STORAGE

The salt storage facility at 630 Veterans Way East has a capacity of approximately 1,000 tons. Orders for salt delivery are regularly made to keep the storage facility at capacity.



## BRIDGES

Bridges often become icy before the adjacent streets because the ambient air temperature is lower beneath the bridges than the ground temperature beneath the pavement. Bridges are monitored for icy conditions department staff personnel during normal working hours and after-hours by the Police Department.

Salt brine is usually applied to bridge decks before a snow or ice event to prevent the snow and ice from bonding to the bridge deck. If ice is present, a salt and sand mixture may be spread to increase traction and melt ice.

## CUL-DE-SACS

To become more efficient, crews will make one (1) full pass around the perimeter of the cul-de-sac with a snowplow. When clearing the cul-de-sac, snow will be pushed to a safe location for storage. Snow will be removed from the cul-de-sac later when storage capacity is reached.

## LOADING AND HAULING OF SNOW

Snow removal will begin after streets, municipal facility parking and village sidewalks are cleared and deemed not hazardous. Village crews will remove snow from the downtown business district when parking, passenger loading and unloading become hazardous. Loading and hauling snow is time-consuming and will be performed in other areas as time allows during normal hours of operation.

## PUBLIC RELATIONS

Providing information to the public is a vital part of the snow removal process. Residents need to know how they can help facilitate snow removal and what to expect in terms of a response by village crews to winter storms. Messages sent to the public can range from simple requests to remove parked vehicles from the street, to notification of street closures, or snow emergencies.

Prior to snow season each year, the village will convey information regarding the sidewalk ordinance and parking restrictions.

The Department of Public Works will work closely with the Police Department to convey information regarding snow removal activities as needed and to request resident compliance with snow removal and parking restrictions.

## DISPATCHING REQUESTS FOR SERVICE

Since snowplow operators are already trained to follow priorities established by policies and procedures contained herein, it is inefficient to respond to individual concerns before allowing operators to respond in accordance with existing procedures.

The Police Department dispatch center will log requests for service and forward these logs to snow removal supervision for review and potential action. DPW Supervision will use these logs to direct operators to areas of concern, after they have achieved the goals established within existing snow removal policies.

## V. OPERATIONAL PROCEDURES FOR DIFFERENT STORM INTENSITIES

The following procedures describe implementation of the Operations Plan for various storm intensities. These procedures are intended as an aide to supervisors and management staff to ensure essential actions are taken. Variations to these procedures may be made by public work supervision, or his designate, to best meet the demands of changing storm events. These procedures will also help provide residents with a better understanding of how the Village manages snow removal.

### MINOR SNOW EVENT

Generally, < four (4) inches' accumulation of snow within the roadway.

Anti-icing operations will begin when conditions as outlined in the **Anti-Icing Flow Chart** and may start up to 72 hours in advance of an event.

Plowing and deicing operations begin when unsafe conditions warrant, or cleanup operations begin. Initially one patrol truck to be placed in service to when conditions become hazardous. Primary streets, arterials and hospital routes will be priority for this initial response route.

Additional trucks will be dispatched when conditions require a more effective response or the initiation of cleanup operations.

Sidewalk snow removal operations begin after street operations are completed.

## AUTHORITY

Public Works Supervision or designee during off-hours has the authority to call-out an initial response unit for the Primary Route. Public Works Supervision has the authority to place additional units in service.

## MODERATE SNOW EVENT

Generally, four – eight (4– 8) inches' anticipated accumulation of snow within the roadway.

Anti-icing operations will begin when conditions as outlined in the **Anti-Icing Flow Chart** are met and may start up to 72 hours in advance of an event.

Plowing and deicing operations when unsafe conditions warrant, or cleanup operations begin. Initially one patrol truck to be placed in service to when conditions become hazardous. Primary streets, arterials and hospital routes will be priority for this initial response route.

Additional trucks will be dispatched when conditions require a more effective response or the initiation of cleanup operations.

Sidewalk snow removal operations begin after street operations are completed.

## AUTHORITY

Public Works Supervision or designee during off-hours has the authority to call-out an initial response unit for the Primary Route. Public Works Supervision has the authority to place additional units in service as needed.

## ADDITIONAL RESOURCES NEEDED

During events in the upper range, an additional pickup and wheel loader equipped with a plow and wing will be placed into service requiring support from two utility staff members.

## HEAVY SNOW EVENT

Generally, > eight (8) inches accumulation of snow within the roadway.

Anti-icing operations will begin when conditions as outlined in the **Anti-Icing Flow Chart** and may start up to 72 hours in advance of an event.

Plowing and deicing operations when unsafe conditions warrant, or cleanup operations begin. Initially one patrol truck to be placed in service to when conditions become hazardous. Primary streets, arterials and hospital routes will be a priority for this initial response route.

Additional trucks will be dispatched when conditions require a more effective response or the initiation of cleanup operations.

Sidewalk snow removal operations begin after street operations are completed.

## AUTHORITY

Public Works Supervision or designee during off-hours has the authority to call-out an initial response unit for the Primary Route. Public Works Supervision has the authority to place additional units in service as needed.

## ADDITIONAL RESOURCES NEEDED

One (1) an additional pickup and the wheel loader equipped with a plow and wing will be placed into service requiring support from three (3) utility staff members.

## SNOW EMERGENCY

Generally, when eight (8) inches or more snow anticipated within the roadway and/or storm durations exceed 24 hours a snow emergency will be called. Eliminating street parking during plowing operations provides for a more efficient process and a quicker

return to winter street parking privileges. § 82-177 **Parking during snowstorm emergency**. [Code 1966, § 4.16; Ord. No. 888, § 1, 12-16-2014; Ord. No. 895, § IV, 3-17-2015]

Resources will be committed to priority streets first. Additional resources, as described below, will be brought in to clear lower-priority roads. Only after priority streets are cleared, will all resources be shifted to the remaining streets and cul-de-sacs.

## AUTHORITY

Public Works Supervision has the authority to callout and direct snow removal resources. The Public Works Director coordinates public information updates through the Village Administrator and the Village of Mukwonago Police Department. The Public Works Director may also seek assistance from other departments within the village to provide additional labor to meet the conditions.

## VI. PUBLIC INFORMATION

### PUBLIC INFORMATION

The Village of Mukwonago Police Department will notify the following TV and radio stations notifying residents that on-street parking restrictions will be actively enforced.

WTMJ (TV channel 4, 94.5 FM and 620 AM)

WITI (TV channel 6)

WISN (TV channel 12)

WDJT (TV channel 58)

The Police Department will also post notices on the RAVE alert system, community message centers and the department's Facebook page.

Additional departments may post notices to their social media accounts,

## ON-STREET PARKING

It is dangerous and difficult to plow narrow streets that are congested with parked vehicles. Plowing around parked cars limits the effectiveness of snow removal activities. Some narrow streets may not be plowed if equipment cannot safely drive down them. The most helpful thing residents can do to facilitate snow removal is to move vehicles off the street and encourage their neighbors to do the same.

To facilitate snow removal, the police department will enforce the village's winter parking ordinance requiring alternate side on-street parking. § 82-231 **Winter parking on through highways.** [Code 1966, § 4.24(8); Ord. No. 888, § I, 12-16-2014; Ord. No. 937, § II, 10-17-2017; Ord. No. 953, § 11, 11-15-2018] § 82-191 **At certain hours and dates.**

[Code 1966, § 4.24(1); Ord. No. 394, § 1, 12-18-1984; Ord. No. 530, § 1, 11-11-1993; Ord. No. 603, § I, 9-2-1997; Ord. No. 608, § I, 12-16-1997; Ord. No. 806, § I, 7-17-2007; Ord. No. 817, § I, 2-17-2009; Ord. No. 822, § I, 6-16-2009; Ord. No. 888, § 1, 12-16-2014; Ord. No. 941, § I, 12-19-2017]

## SNOW BLOWING

Blowing, throwing, or pushing snow from driveways and walks into the street creates additional work for snowplow operators and may create significant traffic hazards. Some businesses and residents have pushed large piles of snow into the street, hoping it would melt quickly. The snow pile is a hazard itself, but the ice created when the melting snow refreezes can make the situation even more dangerous. Move snow onto landscaped areas in the yard or parking lot. Village Code prohibits placing snow upon any public street, sidewalk, easement, right-of-way, or public way, or sidewalk. 34-32(a)(10). § 34-32 **Public nuisances affecting peace and safety.**

[Code 1966, § 16.02(4)(a) — (q); Ord. No. 611, § I, 1-6-1998; Ord. No. 804, § I, 5-15-2007]

## CUL-DE-SACS

There are approximately 56 cul-de-sacs in the Village. It takes considerably longer to clear snow from cul-de-sacs than other "uninterrupted" stretches of village streets. Cul-de-sacs will be cleared, but it will likely be several days after a major storm ends. Parking on cul-de-sac. Between November 1 through March 31, no person shall park any motor vehicle, which may interfere with snow and/or ice control operations, within a

cul-de-sac upon the streets as set forth in the most current Village Board traffic resolution. § 82-180 **Miscellaneous parking restrictions.**

[Code 1966, § 4.09(5); Ord. No. 581, § 1, 11-5-1996; Ord. No. 588, § I, 1-7-1997; Ord. No. 596, § I, 4-15-1997; Ord. No. 805, § I, 6-19-2007; Ord. No. 818, § I, 2-17-2009; Ord. No. 888, § 1, 12-16-2014; Ord. No. 937, § I, 10-17-2017; Ord. No. 953, § I, 11-15-2018]

## SIDEWALKS

Snowplow operators try to avoid placing snow on sidewalks, but in some instances this may not be possible. The adjacent property owner is responsible to keep sidewalks clear.

## RESIDENTIAL DRIVEWAYS

One of the most frequent concerns in the removal of snow from public streets is snow being deposited at the approach to residential driveways during plowing operations. As plows travel along streets, the snow accumulated on the plow blade has no place to go but on to the adjacent street landscaping areas and in driveways. The more snow that has fallen, the greater the problem encountered.

Residents can help this situation by piling snow they have shoveled from their driveways on to the right side facing the street, instead of placing it on both sides at the end of the driveway. By doing so operators can avoid carrying piles from the “upstream” portion of the street back across driveways.

## MAIL DELIVERY

Village snow removal operators make every effort to remove snow as close to the curb as practical and to provide access to mailboxes for postal carriers. However, it is not always possible to provide ideal conditions and not damage mailboxes with the size and type of equipment the village operates. Therefore, the final cleaning adjacent to mailboxes is the responsibility of each resident.

If there is an accumulation of snow blocking your mailbox, it is the property owner’s responsibility to remove the snow so the mailbox can be reached by your letter carrier and label it with your address and the words “U.S. Mail.”

## PROPERTY DAMAGE CLAIMS

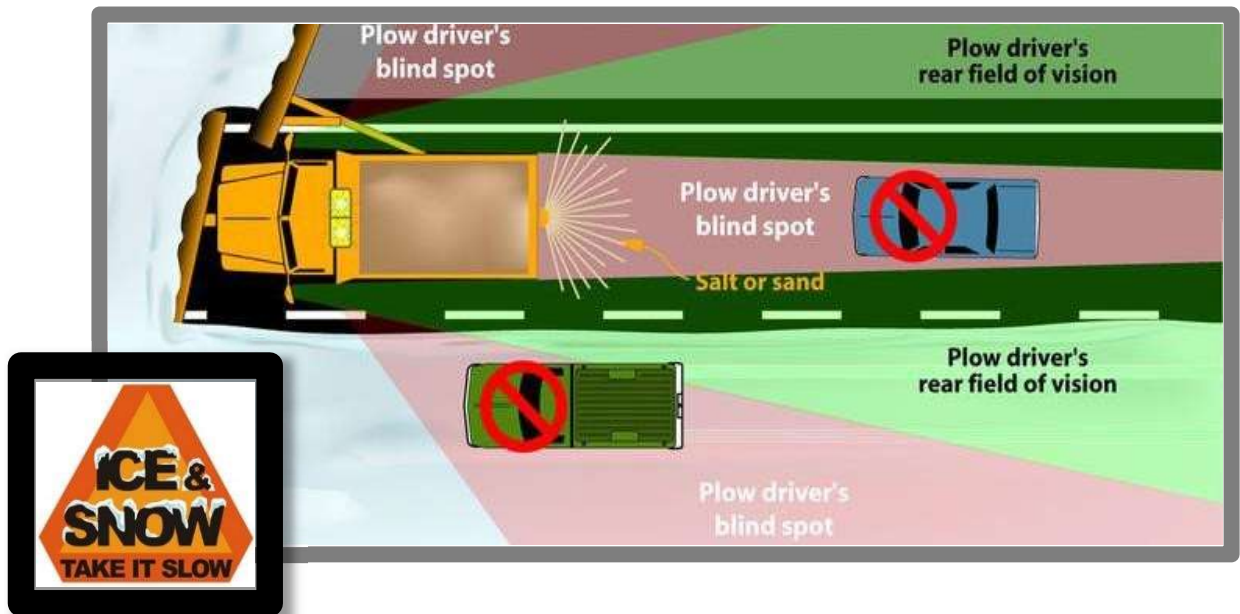
Incidents involving contact between Village equipment and private property typically occur within the public right-of-way. Although the public right-of-way is maintained by the adjacent property owner, there are times when the right-of-way is the only available space to store excess snow removed from the roads. A village right-of-way is commonly defined as roadway, sidewalks, terrace (grass strip) curbs and gutters. Terrace areas may be necessary to serve as excess snow storage, therefore, actions taken by operators can occasionally result in property damage, particularly during blizzard conditions or night-time snow plowing.

In the event of damage to property during snow removal, the property owner should notify the Public Works Office by calling (262) 363-6447 or by filling out a REPORT A CONCERN email on the Village's website <https://villageofmukwonago.com/>. The claim will then be reviewed to determine if the damage was a result of impact with a plow blade or other piece of equipment. It should be noted that mailboxes should be constructed to United States Postal service (USPS) standards and be able to withstand the force of snow rolling off a plow. Mailboxes that extend beyond the curb face into the street will not be replaced or repaired by village staff.

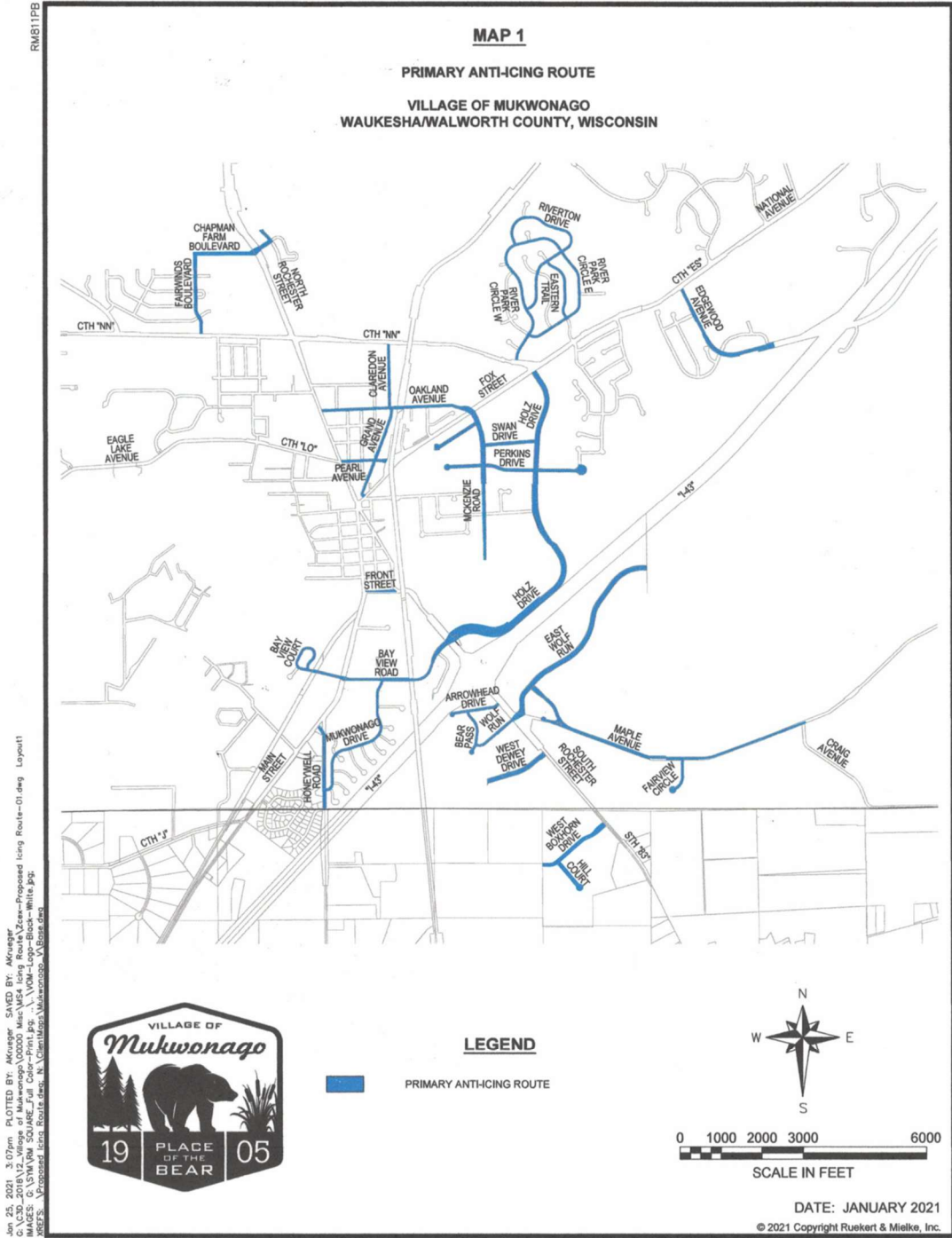


## SAFETY TIPS

- When trucks are plowing snow and spreading sanding material, stay back from the vehicle 100 feet to avoid problems.
- Plow trucks often have to back up. There are blind spots in the mirrors. For your safety, do not pull up directly behind them. They may not be able to see you.
- When cleaning driveways or parking lots, do not put snow in the street. This can cause problems for other motorists.
- Plow trucks generally push snow to the passenger side of the truck (right side when looking at it from the rear). Never attempt to pass a truck on the right since there can be much more snow on that side of the vehicle.



# A. PRIMARY ANTI-ICING ROUTE

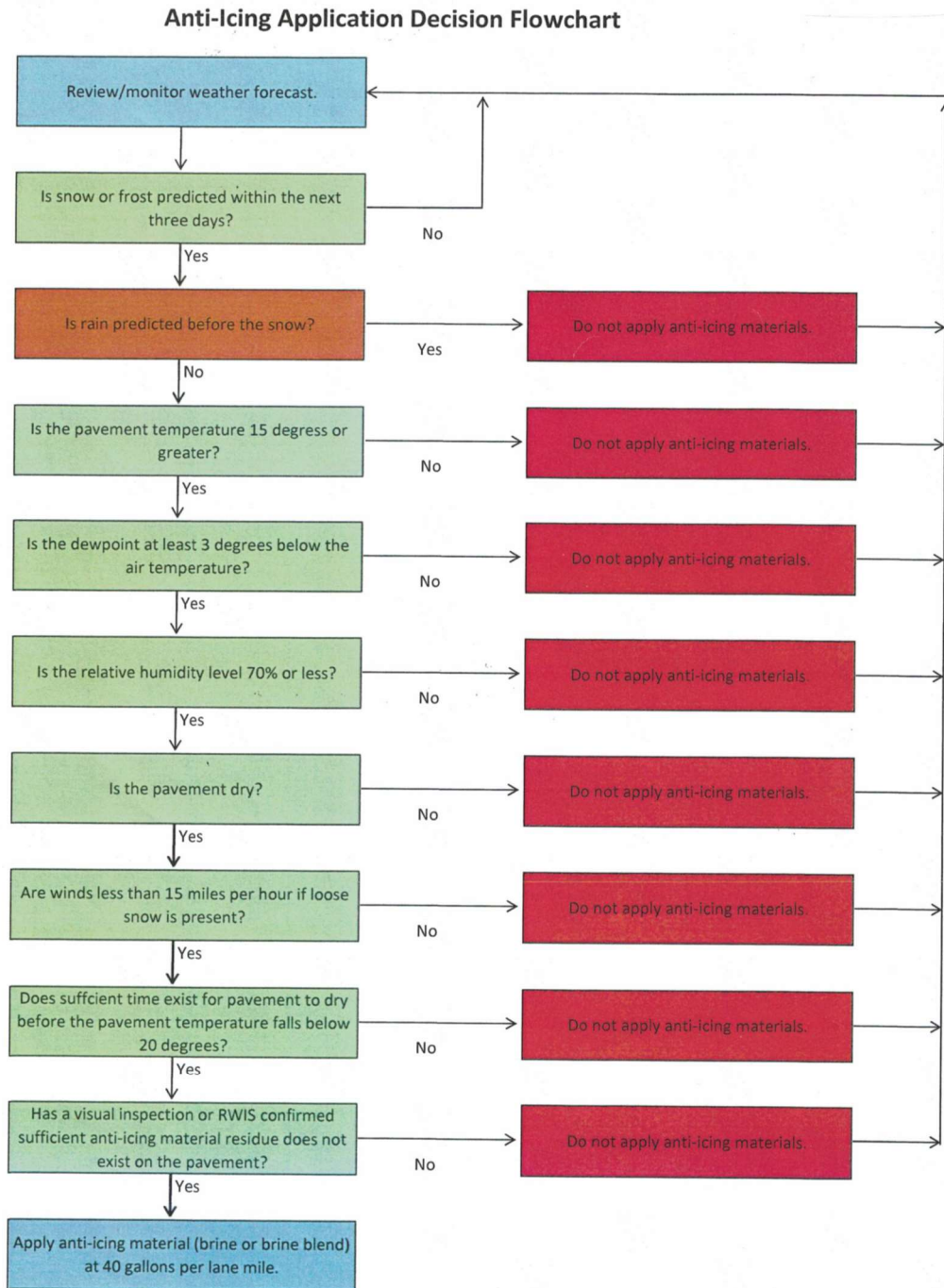


Jan 25, 2021 3:07pm PLOTTED BY: Mrogers SAJED BY: Mrogers  
 MAPS: G:\515M 0M SQUARE\_Full Color-Print.rpt ... \VOM-Logo-Back-White.rpt  
 XREFS: \Proposed Icing Route.dwg; N:\Client\Mapa Mukwonago\_VA\Basis.dwg

SOURCE: RJM  
 BASEMAP SOURCE: WAUKESHA COUNTY PARKS & LAND USE

**Ruekert • Mielke**  
[www.ruekertmielke.com](http://www.ruekertmielke.com)

## B. ANTI-ICING FLOW CHART



## C. WINTER MAINTENANCE APPLICATION GUIDE

### Highway Division Application Rate Guidelines

Appendix H

24' of pavement (typical two-lane road)

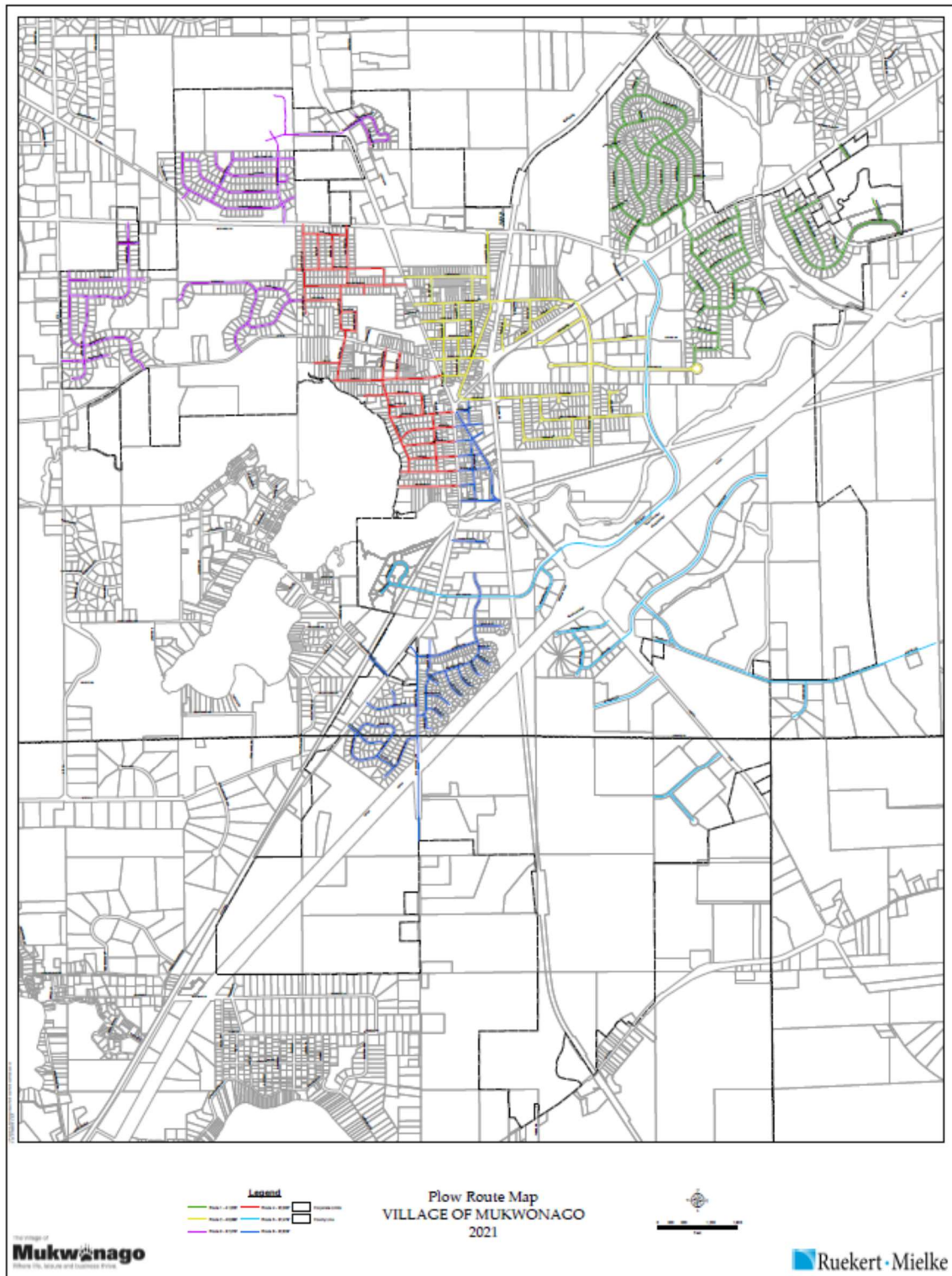
These rates are not fixed values, but rather the middle of a range to be selected and adjusted by an agency according to its local conditions and experience.

Pavement Temp. (°F) And Trend ↑↓	Weather Condition	Maintenance Actions	Lbs / two – lane mile			
			Salt Prewetted/ Pretreated With Salt Brine	Salt Prewetted/ Pretreated With Other Blends	Dry Salt*	Winter Sand (abrasives)
>30°↑	Snow	Plow, treat Intersections only	80	70	100*	Not recommended
	Freezing Rain	Apply chemical	80 - 160	70 - 140	100 – 200*	Not recommended
30°↓	Snow	Plow & apply chemical	80 - 160	70 - 140	100 – 200*	Not recommended
	Freezing Rain	Apply chemical	150 - 200	130 - 180	180 – 240*	Not recommended
25 - 30°↑	Snow	Plow & apply chemical	120 - 160	100 - 140	150 – 200*	Not recommended
	Freezing Rain	Apply chemical	150 - 200	130 - 180	180 – 240*	Not recommended
25-30°↓	Snow	Plow & apply chemical	120 - 160	100 - 140	150 – 200*	Not recommended
	Freezing Rain	Apply chemical	160 - 240	140 - 210	200 – 300*	400
20 - 25°↑	Snow or Freezing Rain	Plow & apply chemical	160 - 240	140 - 210	200 – 300*	400
20 - 25°↓	Snow	Plow & apply chemical	200 - 280	175 - 250	250 – 350*	Not recommended
	Freezing Rain	Apply chemical	240 - 320	210 - 280	300 – 400*	400
15 - 20°↑	Snow	Plow & apply chemical	200 - 280	175 - 250	250 – 350*	Not recommended
	Freezing Rain	Apply chemical	240 - 320	210 - 280	300 – 400*	400
15 - 20°↓	Snow or Freezing Rain	Plow & apply chemical	240 - 320	210 - 280	300 – 400*	500 for Freezing Rain
0-15°↑↓	Snow	Plow, treat w/blends, sand hazardous areas	Not recommended	300 - 400	Not recommended	500 – 750 spot treat as needed
< 0°	Snow	Plow, treat w/blends, sand hazardous areas	Not recommended	400 – 600**	Not recommended	500 – 750 spot treat as needed

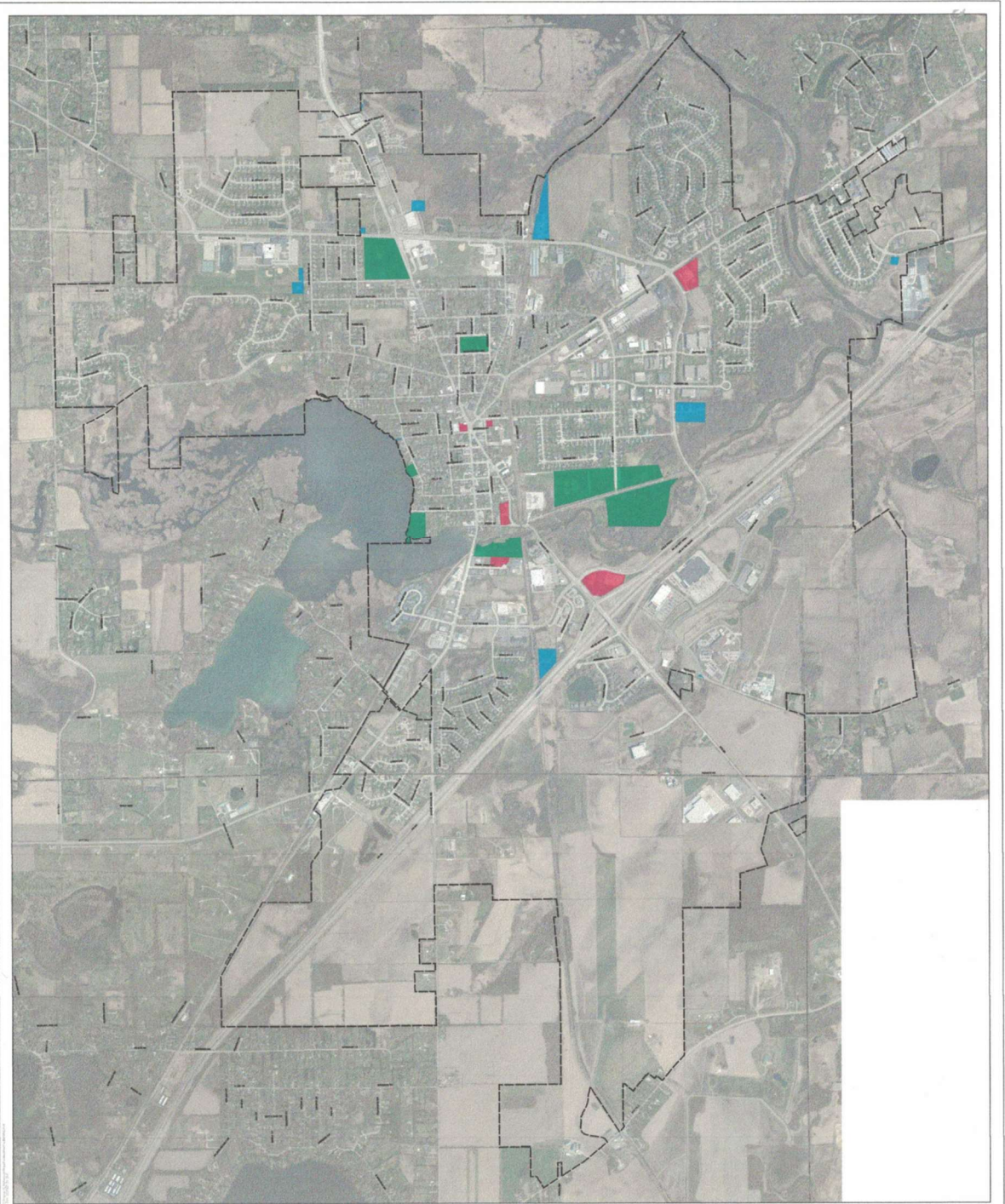
\* Dry salt is not recommended. It is likely to blow off the road before it melts ice

\*\* A blend of 6 – 8 gal/ton  $MgCl_2$  or  $CaCl_2$  added to  $NaCl$  can melt ice as low as - 10°

## D. PLOW ROUTES

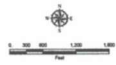


E. VILLAGE FACILITIES AND PUBLIC PARKING LOTS



- Parks - 153,200 Sq Ft
- Public Facilities - 280,000 Sq Ft
- Operational Facilities - 130,900 Sq Ft
- Corporate Limits
- County Line

Paved Facility Lots Map  
VILLAGE OF MUKWONAGO  
2021



## E. ORDINANCES

**§ 74-8 Snow and ice removal.** [Ord. No. 880, § I, 9-16-2014; Ord. No. 910, § I, 3-15-2016]  
The owner, occupant or person in charge of each and every building or structure or unoccupied lot in the Village fronting or abutting any street shall clean or cause to be cleaned the sidewalk in front of or adjoining each such home, building or unoccupied lot, as the case may be, of snow or ice to the width of such sidewalk within 24 hours after snowfall ceases and shall cause the sidewalk to be kept clear from ice and snow, provided that when the ice has formed on a sidewalk so that it cannot be immediately removed, such persons shall keep the sidewalk sprinkled with sand or salt. For purposes of this section, sidewalk shall include the handicapped access ramps between the sidewalk and roadway.

**§ 82-177 Parking during snowstorm emergency.**[Code 1966, § 4.16; Ord. No. 888, § 1, 12-16-2014; Ord. No. 895, § IV, 3-17-2015]

**(a)**

Emergency declarations. The Village Board hereby declares that an emergency exists in the Village whenever a snowfall during any period of 24 hours or less, is predicted to, or does reach a depth of six inches or more, as reported by the weather service. Such emergency is declared to be a serious public hazard impairing transportation and public health, safety and welfare for a period of 48 hours or until such earlier time as snow removal operations have been declared completed by the public works director. From Subsection **82-180(d)**, "Snow emergency parking restrictions" whenever the Village President shall, by reason of heavy snowstorm or blizzard, proclaim a snow emergency pursuant to W.S.A., §§ 323.11 and 323.14, no person shall park, stop, or leave standing any vehicle upon the streets or any portion of the streets during the hours set forth in such proclamation.

**(b)**

Parking regulations during snow emergencies. Whenever an emergency exists and the public works director shall cause announcement of such emergency to be made by not less than two radio stations whose normal operating range covers the Village, and thereafter, no person shall park, or suffer to be parked, any vehicle of any kind or description in an area marked by temporary no parking signs or between the hours of 12:00 p.m. and 6:00 a.m., inclusive, upon any street in the Village; provided, however, that, notwithstanding such emergency restrictions, vehicles may be parked for a period of time not longer than three minutes for actually loading or unloading of passengers, or 30 minutes for actually loading or unloading of property; and provided further that no other regulation restricting parking as to place, time, or manner is violated thereby.

**c)**

Authorization of erection of no parking signs. Pursuant to the provisions of W.S.A., §§ 323.11 and 323.14, the public works director is authorized to erect temporary no parking signs during the existence of an emergency created by a snowstorm or excessive snowfall which impairs or prevents the full use of any highway, street or roadway for transportation.

**d)**

Snow tow-away zone. The public works director is hereby authorized to cause the towing away of vehicles parked in violation of this section.

**e)**

Penalty for violation of section. Notwithstanding any other provisions of this chapter, any person violating the provisions of this section shall pay a forfeiture as set forth in the most current Village Board bail bond resolution, plus penalty assessment and court costs and, upon failure to pay any forfeiture, penalty assessment and court costs imposed, may be imprisoned not exceeding six months or until such forfeiture, penalty assessment and costs are paid. This provision is based upon the special penalty provisions of W.S.A., §§ 323.11 and 323.14.

**§ 82-180 Miscellaneous parking restrictions.**

[Code 1966, § 4.09(5); Ord. No. 581, § 1, 11-5-1996; Ord. No. 588, § I, 1-7-1997; Ord. No. 596, § I, 4-15-1997; Ord. No. 805, § I, 6-19-2007; Ord. No. 818, § I, 2-17-2009; Ord. No. 888, § 1, 12-16-2014; Ord. No. 937, § I, 10-17-2017; Ord. No. 953, § I, 11-15-2018]

**h)**

Parking on cul-de-sac. Between November 1 through March 31, no person shall park any motor vehicle, which may interfere with snow and/or ice control operations, within a cul-de-sac upon the streets as set forth in the most current Village Board traffic resolution.

**§ 82-231 Winter parking on through highways.**[Code 1966, § 4.24(8); Ord. No. 888, § I, 12-16-2014; Ord. No. 937, § II, 10-17-2017; Ord. No. 953, § 11, 11-15-2018]

**a)**

A night privilege parking permit issued under this division shall not permit parking in violation of any other provision of this article relating to time, place, and manner of parking, stopping or standing of vehicles, including regulations relating to civil defense and snow emergencies.

**b)**

A night privilege parking permit issued under this division shall not permit parking of any motor vehicle which may interfere with snow and/or ice control operations within a cul-de-sac upon the streets as set forth in the most current Village Board traffic resolution.



**§ 82-191 At certain hours and dates.**

[Code 1966, § 4.24(1); Ord. No. 394, § 1, 12-18-1984; Ord. No. 530, § 1, 11-11-1993; Ord. No. 603, § I, 9-2-1997; Ord. No. 608, § I, 12-16-1997; Ord. No. 806, § I, 7-17-2007; Ord. No. 817, § I, 2-17-2009; Ord. No. 822, § I, 6-16-2009; Ord. No. 888, § 1, 12-16-2014; Ord. No. 941, § I, 12-19-2017]

**(a)**

No person shall park or leave standing any vehicle on any public highway of the Village for more than 30 minutes between the hours of 2:00 a.m. and 6:00 a.m. from November 1 through March 31.

**§ 34-32 Public nuisances affecting peace and safety.**

[Code 1966, § 16.02(4)(a) — (q); Ord. No. 611, § I, 1-6-1998; Ord. No. 804, § I, 5-15-2007]

**(a)** The following acts, omissions, places, conditions and things are hereby declared to be public nuisances affecting peace and safety, but such enumeration shall not be construed to exclude other nuisances affecting public peace or safety:

**(10)** All obstructions of streets, alleys, sidewalks or crosswalks and all excavations in or under the same, except as permitted by the ordinances of the Village or which, although made in accordance with such ordinances, are kept or maintained for an unreasonable or illegal length of time after the purpose thereof has been accomplished. Obstructions of streets or alleys includes the depositing or placing of leaves, brush or snow into the street or alley.

# Mailbox Installation

## How to Set Up & Mount a Mailbox

Follow U.S. Postal Service® guidelines for installing and placing a new mailbox at your home. Get tips on the best materials to use to set up a curbside mailbox and how to keep it in good condition. Make sure that your mail carrier always has a clear path to your mailbox whether it's by the street or mounted on your house.



## Curbside Mailboxes

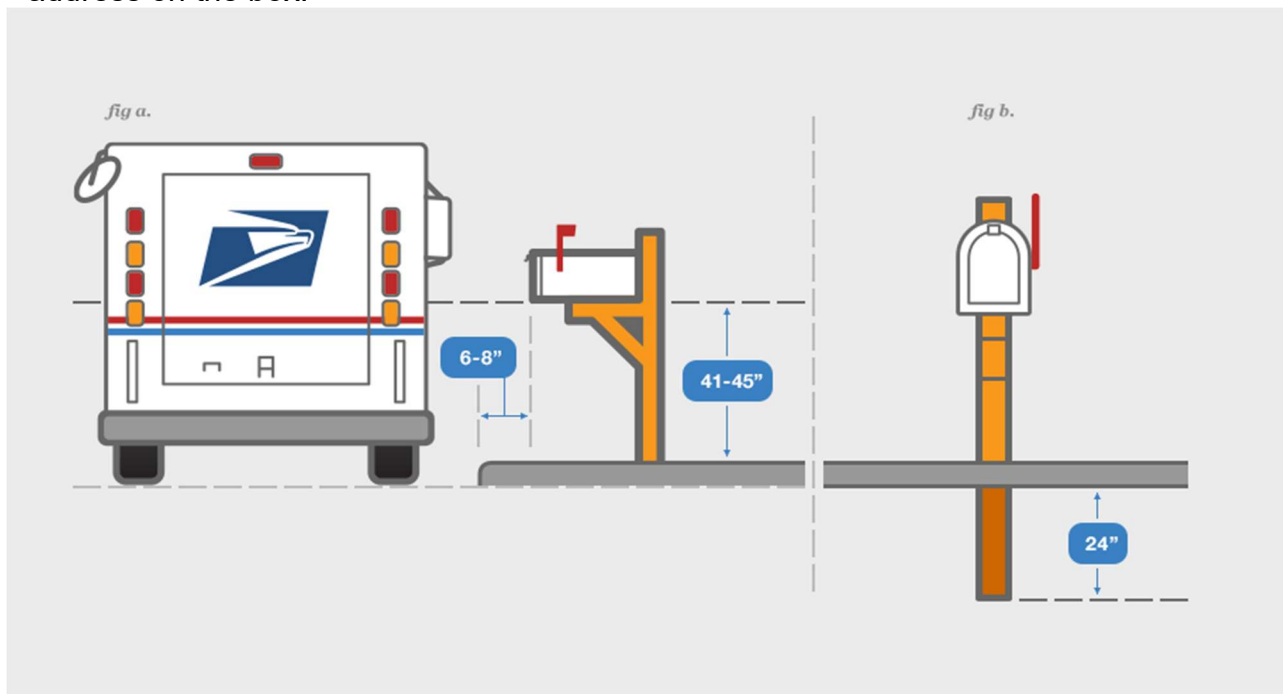
### Mailbox Size & Construction Standards

A mailbox with the Postmaster General's (PMG) seal of approval meets USPS size and construction standards. If you build your own mailbox or buy a custom-made one, it must meet the PMG standards. Show your local postmaster your mailbox plans or your custom-made box for approval.

## Where to Place the Mailbox

Here are some helpful guidelines to follow when placing your mailbox:

- Position your mailbox 41" to 45" from the road surface to the bottom of the mailbox or point of mail entry.
- Place your mailbox 6" to 8" back from the curb. If you do not have a raised curb, contact your local postmaster for guidance.
- Put your house or apartment number on the mailbox.
- If your mailbox is on a different street from your house or apartment, put your full street address on the box.



## Installing the Mailbox Post

The best mailbox supports are stable but bend or fall away if a car hits them. The Federal Highway Administration recommends:

- A 4" x 4" wooden support or a 2"-diameter standard steel or aluminum pipe.
- Avoid unyielding and potentially dangerous supports, like heavy metal pipes, concrete posts, and farm equipment (e.g., milk cans filled with concrete).
- Bury your post no more than 24" deep.