

CITY OF PITTSBURG

DEPARTMENT OF PUBLIC WORKS

WINTER STORM RESPONSE PLAN



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Located in the Mid-Central Region of the United States, Pittsburg has a strong probability of encountering winter storms. The number and duration of these storms may not be as severe as communities in the Northern Region of the United States, but they can provide the same degree of disruption to the community. In an effort to effectively utilize the limited resources of manpower and equipment available to the City of Pittsburg, this response plan has been prepared. Winter storms are significantly different in type, size and intensity; therefore, decisions must be made based on current conditions. **This plan is to be used as a guide to assist in decisions concerning winter storm response.**

NOTIFICATION OF WINTER STORMS

The City of Pittsburg will use all sources available to predict and track winter storms. Local television stations weather forecast, the Weather Station on cable TV and satellite information available on the internet will all be utilized. The City also subscribes to an Internet based weather program that is satellite fed, and provides up-to-date radar tracking for both national and regional weather. When severe weather is forecast, the City also receives notification bulletins from the National Weather Service through the Emergency Preparedness Director for Crawford County. The most accurate and dependable source will be used to determine the City's response.

ACTIVATION OF WINTER STORM RESPONSE BY THE PUBLIC WORKS DEPARTMENT

The Director of Public Works will direct and oversee the Department's response to winter storms. In the absence of the Director, the Street Superintendent shall direct the Department's winter storm response. Shift supervisors will be responsible for the employees they are supervising and the winter storm response during their shift. (A list of contact information is available in Appendix D).

When winter storms are predicted, the Street Superintendent shall notify the Street Division employees of the possible severe weather and put them on standby for possible extended work hours or after hours call back. Employee leave time will be evaluated on how it will affect the Department's ability to respond to a winter storm.

If a winter storm occurs during normal hours of operations for the Street Division, all available equipment will be deployed. Depending on the forecast of the strength and duration of the storm, the Director of Public Works may divide the Public Works crews and send part of them home to be called back on later shifts.

The Public Works and Public Utilities employees will be divided into shifts in which operators are available for every available piece of equipment used in response to the winter storm. Depending on the predicted duration of the winter storm, the Public Works employees will be divided into two (2) 12-hour shifts or three (3) 8-hour shifts. Every effort will be made to evenly distribute the amount of hours worked among the available work force. The list of City employees and their contact information as well as their equipment operating abilities are shown on Appendix D of this plan.

If a winter storm occurs after normal hours of operation for the Street Division, the Department relies on information provided by local law enforcement officers and the Kansas Department of Transportation (KDOT) to activate the winter storm response. When road conditions start to deteriorate during the night, KDOT calls their road maintenance crew in to begin treating the highways. When this crew is called, the State also contacts the Pittsburg Street Superintendent. The Department also relies on road condition reports from the Pittsburg Police Department after normal business hours to determine the condition of the road surface. The Police Department will also notify the Street Superintendent (see Appendix D for contact information). When the Street Superintendent is contacted, an evaluation of the road condition is made. This determines how many employees are to be called back before the start of the normal hours of operation. A listing of relevant contacts is included as Appendix E of this plan.

EQUIPMENT

Most of the City equipment used in response to winter storms is under the control of the Street Division. The dump trucks used by the Division have been equipped with hardware to readily connect to the snow plows and salt spreaders. At least one dump truck under the control of the Water Maintenance Division has also been equipped to connect to a snow plow. The Street Division also has several backhoes, two loaders and a road maintainer that is frequently used in responding to winter storms. The disbursement of equipment when responding to a winter storm will be at the direction of the supervisor of the shift. At the beginning of each shift, the supervisor will inventory the available equipment and thereafter direct its deployment. A list of the equipment used in winter storms is included on Appendix B of this plan.

When responding to winter storms, the equipment receives a lot of abuse from the abnormal conditions. Equipment breakdowns are frequent and sometimes equipment is out of service for days awaiting replacement parts and repairs. The Public Works Department employs two mechanics. One of the Department's mechanics will be scheduled to be on duty anytime the Department is responding to winter storms. If several pieces of equipment become inoperable at one time, the shift supervisor will call in an additional mechanic to assist with the necessary repairs.

The Department's mechanics and the shift supervisors have telephone numbers of auto parts warehouses that can provide replacement parts for the City's equipment. Arrangements have also been made with some of these warehouses to provide parts service after normal working hours. A list of parts and suppliers is shown on Appendix C of this plan.

PUBLIC WORKS WORK FORCE

The Street Division will be the employees first placed into service when responding to winter storms. Depending on the storm's strength and duration, this crew may be divided to provide 24-hour response. A list of the Street Division employees and their telephone numbers has been provided to the supervisors of the winter storm responders.

When the duration of a winter storm requires the activation of three (3) 8-hour shifts, other employees from the Public Works Department and employees from the Public Utilities Department and Parks and Recreation Department will be scheduled to assist the Street Division in responding to the winter storms. These employees have received training in the safe operation of the winter storm equipment. A list of the winter storm trained Public Works employees and telephone numbers has also be provided to all supervisors of the winter storm responders. This list is identified as Appendix D of this plan.

RESPONDING TO WINTER STORMS

There is approximately 141 miles of paved streets within the City limits. This equates to approximately 320 lane miles of streets. It takes a minimum of two passes to effectively clear and treat a lane mile. The equipment used in responding to winter storms travels an average of 15 mph while clearing and treating streets. Depending on the winter storm's strength and duration, many of the streets that are clear and treated must be re-cleared and treated within hours.

During winter storms, continued ability to respond to emergency conditions is critical. It's easy to determine where the emergency responders and critical care providers are located, but no one can determine where an emergency will occur. This plan provides for priority routes through and around the City that will be the first to be cleared and treated. These first priority routes consist of four lane roads, state highways and thru streets that transverse from one end of the City to the opposite end in both north/south and east/west directions. These first priority routes also provide access to grocery stores, retail shopping, fuel stations, restaurants and an open route to get across town. When the winter storm response plan is activated, these routes will be cleared and treated first. The first priority routes are shown in red on the map labeled Exhibit A.

The first priority route is approximately 45 miles or 130 lane miles. With the available equipment and the speed the equipment travels, it takes approximately 20 hours to clear and treat this route. Depending on the intensity of the winter storm, the Public Works Department will begin clearing and treating the second priority routes. These are mainly roads that lead to and surround Pittsburg State University and the eight (8) public and parochial school facilities in Pittsburg. The Street Superintendent will contact the Director of Transportation for the Unified School District at least three (3) hours prior to the start of school to confirm if school will be in session. If school is in session all available equipment and manpower will be used to clear and treat the second priority routes. The Street Superintendent will also contact the Building Trades and Landscape Maintenance Director to determine if classes at the University are on schedule. Delayed or called off, the Superintendent will work with the University staff and their winter storm contractor(s) to get streets and on-street parking cleared and treated to meet the first scheduled class.

Clearing and treating residential streets during a winter storm is hampered by narrow streets, cars parked on the street and numerous driveway openings. The snow plows used to clear streets are wider than the vehicle powering them and difficult to maneuver along crowded narrow streets. When plowing, a large accumulation of snow (a bank of snow) is created along the curb and around cars parked on the street. In most cases, this bank of snow is large enough that a standard car has difficulty crossing it or becomes high centered on top of it. The number of driveway openings on a typical residential street makes it difficult to remove this snow bank and re-open all the driveways in a timely manner. To increase the accessibility to a treated route from all parts of the City upon the clearing and treating of the first and second priority routes, the Public Works Department will clear and treat the third priority routes. Together with the first and second priority routes, the third priority route will provide access to a treated route within three blocks of most properties within Pittsburg.

If accumulation of snow makes travel along residential streets impassable after clearing and treating the first, second and third priority routes, the Public Works Department will deploy equipment in each of the four quadrants of the City and begin clearing and treating residential streets. It will be necessary to team a snow plow and a backhoe or loader when clearing and treating residential streets. After plowing the snow, the backhoe or loader must re-open any blocked driveways.

PRETREATMENT OF STREETS

City policy is to pretreat City streets with a dry mixture of one part salt with three parts sand. Application is through the use of salt spreaders mounted on city dump trucks. Mixing is done at the Public Works Garage located at 13th and Walnut and trucks are loaded and dispatched from that location.

Supervisors consult with KDOT and various weather information systems before making the determination that pretreatment is necessary or advisable. Once the decision is made, then trucks are dispatched to apply the pretreatment mix to the streets as shown on Exhibit A.

When the forecast calls for rain occurring before the freezing participation, pretreatment is not initiated. The application of pretreatment materials prior to rain would only be washed into the storm sewer system before any positive effect could be realized.

Pretreatment application continues around the clock until all FIRST RESPONSE STREETS are treated or weather conditions prohibit the continued application.

STATE AND FEDERAL HIGHWAYS

U.S. 69 Business Highway (Broadway Street) extends through Pittsburg in a north/south direction from the north City Limits to the south City Limits. U.S. 69 Bypass Highway extends from Atkinson Avenue on the north end of Pittsburg around the western part of the City to Centennial on the south side of the City. Kansas State Highway 126 (4th Street) extends in an east/west direction through Pittsburg from the east City Limits to the west City Limits. Although, these are State and Federal Highways, the City of Pittsburg must clear and treat most of these highways miles that are located within the City. Obligated by a Connecting Link Agreement with the State of Kansas, Pittsburg is responsible for clearing and treating all of U.S. 69 Business Highway and Kansas Highway 126 located within the City from winter storms. The Connecting Link Agreement also provides for the City to respond to winter storms on U.S. 69 Bypass from Atkinson Avenue to Kansas Highway 126 (4th Street). The State of Kansas maintains that part of U.S. 69 Bypass Highway from 4th Street south to Centennial Street.

It is very critical that U.S. 69 Bypass Highway is cleared and treated at the onset of any winter storms and thereafter maintained cleared. Unlike Business 69 and Kansas Highway 126, the traffic along U.S. 69 Bypass Highway travels at a much higher rate of speed. The State of Kansas requires this highway to be cleared beyond the shoulders of the road surface to provide for safe use of the shoulders.

There are at least two areas, one at 4th Street and U.S. 69 Bypass Highway and the other at Atkinson Avenue and U.S. 69 Bypass Highway where the highway divides. The area between the divided lanes provide for drainage from the highway. The shift supervisors need to verify that the winter storm clearing activity extends into this drainage area or the road surface will not drain properly allowing standing water that can freeze.

Due to the crucial care that U.S. 69 Bypass Highway requires, the Street Superintendent shall determine by the winter storm's strength and projected duration if he can maintain the clearing and treating activities on U.S. 69 Bypass Highway and respond to the priority routes on Exhibit A. If he determines he cannot do both effectively, a private contractor from the list of contractors will be contacted to maintain U.S. 69 Bypass Highway.

AIRPORT

The Atkinson Municipal Airport has become a vital part of Pittsburg's Transportation System. The airport is home base for seven (7) corporate jets and experiences high to moderate air traffic throughout most days. Extending 5,500 feet in length, the 100 foot wide main runway designated as 16-34 can provide service to most general aviation aircraft.

The airport has a diesel John Deere tractor that is used for a multitude of tasks. During winter storms, a snow plow is attached to the front of this tractor and is used to clear runways, taxiways and hangar approaches. The tractor does well in light winter storms, but does not have the speed to effectively throw snow to the side clear of the runway. When activated by winter storms the airport operators are to start clearing the taxiways and hangar approaches using the John Deere tractor. They are also to stay in communication with the users of the airport to determine planned departures and arrivals. If the airport operators are unable to clear the main runway, they are to contact the Street Superintendent at least four hours before a confirmed arrival or departure to request assistance. The Street Superintendent will deploy two snow plows to the airport to clear the main runway. **No salt or sand is to be used to treat the runway surface.** It takes two trucks approximately one and one-half hours to clear the main runway.

The clearing of Runway 4-22 (the side wind runway) is not as critical as the main runway. This runway will be cleared after priority routes one, two and three have been completed.

PARKS AND RECREATION DEPARTMENT

Streets are not the only element of the City's responsibilities during a winter storm. There are many public buildings and facilities that must remain accessible. The Parks and Recreation Department will respond after a winter storm and clear and treat accessways to most of the City's buildings. Their employees will clean and treat the sidewalks, drive entrances, parking and exterior steps at City Hall, the Public Library, Memorial Auditorium, the Housing and Community Development Office, Lincoln Center, Schlanger Center and the Law Enforcement Center. In addition, they will clear and treat public parking lots at 3rd, 4th and 6th Streets and Pine and the public parking lots located at 3rd, 4th, 5th and 6th Streets and Locust. The Parks and Recreation Department will also clear and treat the parking lot at Four Oaks Club House.

OTHER DEPARTMENTS

The City of Pittsburgh does not have a single source to respond to severe winter storm conditions. No single department within the City has the equipment, manpower or budget to undertake this task. When weather conditions require the City to work 24-hour days, employees from the Public Utilities Department will be used with Public Works employees to operate snow plows and salt spreaders. There are also many streets where it will be necessary to temporarily store snow either in the center of the street or in parking spaces. This limits the amount of snow that can be stored. The Water Maintenance Division of the Public Utilities Department and the Parks and Recreation Department will be used to remove the snow from the temporary storage areas to final designated disposal areas.

USE OF PRIVATE CONTRACTORS

The City operates throughout the calendar year on funds budgeted in June and July of each year. The funds used to respond to winter storms are the same source used for street maintenance and operating expenses. The Public Works Department will make every effort to minimize the expenditure of funds in responding to a winter storm in order to maximize the amount of budgeted funds available for street repair. With the limited resource of manpower and equipment available to respond, when a winter storm with extra strength or duration occurs it may become necessary to employ private contractors to assist in clearing activities.

Most of the area contractors do not maintain equipment to treat streets after clearing activity, so it will be necessary to team a City operated salt spreader with private contractors. The Public Works Director shall determine when outside assistance is to be requested. The Public Works Department has contacted several contractors who have agreed to assist in clearing activities. Their contact person and contact number is provided on Appendix A.

RESPONDING TO WINTER STORMS DOWNTOWN

During most winter storm clearing activities, the streets are to be plowed to the edge of the road. In the downtown area (Broadway Street from Kansas Street north to 11th Street), the snow is to be plowed to the middle of the street to provide for on street parking. The shift supervisor shall schedule the plowing of Broadway Street in the downtown area including the on street parking at least once during the hours of 12:00 am to 6:00am. This is the period of time it will be most productive due to the limited amount of cars parking on the street.

The snow plowed to the middle of the street will be removed by Public Works Employees when not used in responding to winter storms. If winter storms persist and the Public Works employees are engaged in responding to the storm, the Water Maintenance Division will be used to remove the snow from the center of the road. Equipment not engaged in responding to the winter storm and equipment on loan from other departments will be used to remove this snow. Every effort will be made to remove the snow from the middle of the road before the next winter storm to allow storage area for future snow clearing activities as well as to provide safe sight distances at intersections.

EMERGENCIES, MEDICAL NEEDS AND SCHEDULED DEPARTURES CONTACT INFORMATION

After a winter storm, all available equipment will be used to clear and treat the streets in the priority as indicated on Exhibit A. These routes provide the most direct route to critical care facilities. The Public Works Department also realizes there are emergencies and other special circumstances that occur that require the Department's response. During the hours of 8:00am to 5:00pm Monday thru Friday, emergencies, medical needs or special circumstances can be reported to the Office of Public Works by calling (620)231-4170. Outside these hours emergencies can be reported to the Pittsburg Police Department who will notify the Street Division shift supervisor.

The Department will keep record of all calls requesting assistance. **Response to calls received will be made based on their urgency**, but the Department will respond to all calls requesting assistance.