



City of Sultan

319 Main Street ■ P.O. Box 1199 ■ Sultan, Washington 98294
360.793.2231 City Hall ■ 360.793.3344 Fax

SNOW AND ICE RESPONSE PLAN 2022-2023

This Snow and Ice Response Plan (Plan) has been prepared for the purpose of communicating the designated roadways, in priority order, that will receive snow plowing and sanding services during winter snow and ice events. This Plan also provides a description of plowing and sanding services that will be employed by the Public Works Department. This Plan includes the methods by which roadways will be monitored and Public Works Department will be alerted to adverse conditions.

COMMUNICATION

The Public Works Director will assess the weather and roadway conditions and initiate action. Outside of normal working hours (M – F, 7:15 am to 4:15 pm), the Public Works Operations Manager will be responsible for making a city-wide assessment and may also initiate sanding/plowing operations at their discretion.

The Operations Manager will be available for callout in severe winter weather events. The Operations Manager or the Public Works Director may schedule additional personnel to respond when extra help is needed.

When unforeseen severe winter weather events occur and urgent sanding/plowing is necessary, the Operations Manager shall initiate a rapid response within 30 minutes of such an event. Call back will be done in accordance with the approved bargaining agreement.

EMERGENCY PHONE NUMBERS

Please use the following numbers to contact the Public Works Department or After-Hours Emergency Line. When calling after hours, please call the afterhours emergency phone first. If no response is received within 30 minutes total time, begin calling the remaining numbers listed below.

Public Works Department – 360.793.2231
Monday through Friday, 8:00 am – 5:00 pm

After Hours Emergency Line – 360.793.2231, press 5 for the on-call staff member
24 Hours

If you cannot reach someone at the After-Hours Emergency line, please dial 911



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CORE COMMUNICATION GROUP

Daily status updates via email will be sent during winter weather events requiring sanding or plowing. In emergency situations, the Core Group will be apprised of the situation immediately and be kept updated until the situation is resolved. The Core Group is defined as:

Name	Title	E-Mail	Phone
Russell Wiita	Mayor	russell.wiita@ci.sultan.wa.us	360.454.4145
Will Ibershof	City Administrator	will.ibershof@ci.sultan.wa.us	360.913.0196
Nate Morgan	Public Works Director	nate.morgan@ci.sultan.wa.us	425.508.8987
Ben MacDicken	Public Works Operations Manager	ben.macdicken@ci.sultan.wa.us	425.583.6528
John Adams	Police Chief	john.adams@snoco.org	425.388.6262
Seth Johnson	Fire Chief	s.johnson@snofire5.org	360.913.4315

OPERATIONS

Available Equipment

The City of Sultan owns the following equipment which is available for snow plowing and sanding services. Snow plowing and sanding equipment is prepared for operation by Public Works personnel and is maintained by city staff.

Primary Equipment – plowing and sanding:

- Dump Truck – 5 yard
- Drop-in Sander – 4 yard
- Snowplow – 10’ blade
- F-550 Dump truck – 3 Yard
- Drop-in Sander – 1.5 Yard
- Snowplow – 9’ blade

Secondary Equipment – plowing:

- Backhoe
- Road Grader
- Bob Cat skid steer

Traffic and Safety signage – miscellaneous signs and barricades.

Primary equipment will be used to perform plowing and sanding operations on Priority 1 Routes (Identified later in this plan). Depending on weather conditions, primary equipment may be used to perform plowing and sanding on Priority 2 Routes but only after Priority 1 Routes have been addressed.



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Available Equipment (Continued)

Secondary equipment will be used to perform plowing operations on Priority 1 Routes in the most severe conditions.

It is anticipated that in most snow and ice conditions, Priority 3 Routes (all other roads not designated Priority 1 or 2) will not receive plowing or sanding services.

Available Materials

The City of Sultan Public Works Department maintains a stock of materials for snow plowing and sanding operations. The following materials are kept in stock at the City Shop facilities located at 703 1st Street, Sultan WA 98294. Minimum quantities are maintained as indicated below:

Sand	50 tons
Salt	4 tons

Trained and Qualified Personnel

The City of Sultan personnel have been trained in snow plowing and sanding operations and are available to perform these services. Six employees have received this training and routinely participate in snow plowing and sanding events. Five of the employees are general Utility Worker and the remaining employees are from the Water and Wastewater Departments.

Sanding

Sanding operations begin when unsafe conditions exist, primarily on hills, sharp corners, and intersections. Sanding operations may be initiated by a request from the mayor or at the judgment of the Public Works Director or Operations Manager. Known problem areas shall be addressed on a regular basis during hazardous conditions and/or severe weather.

Sanding will also take place during snow events following and/or concurrent to snow plowing.

Snow Plowing

Plowing operations shall commence when snow accumulation has reached 2 inches or sooner according to the judgment of the Public Works Director or Public Works Operations Manager. Priority routes have been established and shall be adhered to unless otherwise authorized.

During extreme weather events, it may not be possible to reach Priority 2 and 3 areas for some time. The focus will be kept on the Priority 1 routes during these situations so Police, Fire and basic services can be provided to those in need.



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AREAS OF PRIORITY

Priority 1 Routes (Red Routes on attached Map)

Main arterials are the minimum network which must be kept open to provide a transportation system connecting hospitals, fire stations, police stations and emergency rescue units.

The following streets shall be designated as Priority 1 for snow and ice removal and sanding operations:

- All roads intersecting with US 2
- Sultan Basin Road
- South Sultan Basin Road at Cascade View Drive
- 1st Street, 4th Street, 8th Street, and Main Street
- Gohr Road
- Rice Road
- Old Owen Road – US 2 to Cherry Hill Estates
- 124th Street – Water Plant
- 318th Ave SE
- 142nd Street

The Public Works Director, Public Works Operations Manager, Police Department or Fire Department may initiate a road closure in these locations or any other location that is deemed unsafe for vehicular travel.

Priority 2 Routes (Blue Routes on Attached Map)

The following streets provide significant secondary access routes for emergency responders and community travel and shall be designated as Priority 2.

- Alder Avenue – 1st to 8th
- Date Avenue – 1st to 8th
- High Avenue – 1st to 8th
- Fir Avenue – 3rd to 8th
- Winston Street SE
- 315th – Winston Street to 124th Street
- Willow Avenue – 1st Street to High School
- 138th Street
- Dogwood Court
- Marguerite Lane
- Cedar Court
- 325th Avenue
- 134th Place SE
- Wildwood Trails Drive – 134th Place to 132nd
- Kessler Drive
- Eagle Drive
- Bryant Road

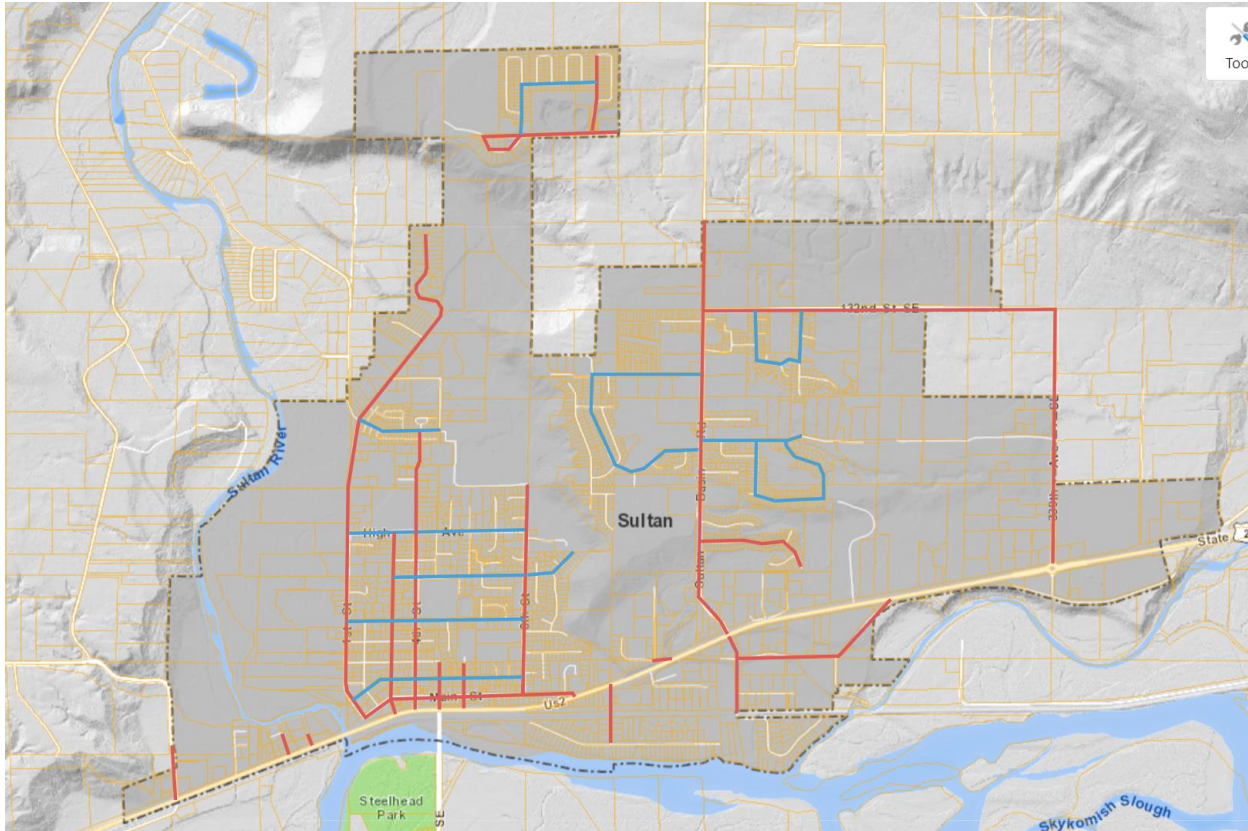


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Priority 3 Routes

Residential streets and all other local roads not listed as Priority 1 or 2 shall be designated as Priority 3.



RED – Priority 1
BLUE – Priority 2