



320 Williams Street, Hendersonville, NC 28792  
www.hendersoncountync.org

## **Henderson County Facilities Services Snow and Ice Removal Policy** **November, 2016**

The Facilities Services Department is tasked with performing snow and ice removal procedures for County parking lots and sidewalks during inclement weather. All full-time Facilities Services employees and four Parks and Recreation employees make up the snow and ice removal team. For certain outlying County properties these tasks are contracted out or assigned to co-located Fire Departments.

Designated County operations, such as EMS, Rescue Squad, 911, and the Sheriff's department, are high priority customers for snow and ice removal crews, as they are 24/7 and their properties must be kept clear of snow and ice at all times. In addition, the fuel pumps on Williams Street are a priority #1 and a portion of the Boyd property as well, as it is the location of snow and ice removal equipment and ice melt chemicals.

Second priority locations are not 24/7 operations and need to be cleared before employees arrive for work during the week. County Libraries need additional clearing on Saturdays.

The Locations and Priorities listed later in this Policy specify County properties that need parking lots and sidewalks cleared and their associated priorities for clearing. Though not a part of Facilities Services it is important to note that Solid Waste/Utilities performs Snow and Ice removal operations for:

- All pump stations
- Justice Academy Treatment Plant
- Stoney Mountain Transfer Station
- Stoney Mountain Activity Center

In addition to assisting with County Priority #1's and #2's, Parks and Recreation clears parking lots and sidewalks for the County parks and HCAAC. These locations are a third priority after other County parking lots and sidewalks. Facilities Services personnel assist Parks employees as needed in clearing these properties.

The snow and ice removal team utilizes the following equipment during operations as needed:

- (3) short wheelbase pickups with scrape blades, (2) of which have tailgate mounted salt spreaders
- (1) long wheelbase pickup with a two-cubic yard bed mounted salt spreader
- (1) Dodge 5500 dump truck with adjustable V-blade
- (2) John Deere tractors with scrape blades
- (1) John Deere tractor with front bucket
- (1) Kubota tractor with scrape blade
- (1) KingQuad four-wheeler with 55" wide hydraulic scrape blade
- (1) Cub Cadet lawn tractor with 36" manual scrape blade
- (2) snowblowers

- (2) chain saws
- Walk-behind fertilizer spreaders (for spreading salt)
- Snow shovels

The following materials are on hand for snow and ice removal operations:

- Ice melt, the most commonly used chemical
- Calcium Chloride, used in icy conditions, but sparingly due to its tendency to break down concrete
- Bulk salt for use in the truck mounted salt spreaders, only on parking lots

The County Garage staff checks out powered equipment and ensures that all machines are in proper operating condition.

There is a Coordinator for the night crew (6:30PM – 6:30AM) and one for the day crew (6:30AM – 6:30PM). Coordinators monitor weather conditions and forecasts, and notify crew members to report for duty. They also direct operations and are the contacts for County personnel.

Facilities Services Snow and Ice Removal Locations and Priorities

<u>Location</u>	<u>Address</u>	<u>Priority</u>
EMS Main (#1)	820 N. Justice Street, Hendersonville	1
911	100 N. Grove Street, Hendersonville	1
Law Enforcement Center	100 N. Grove Street, Hendersonville	1
Detention	375 First Avenue East, Hendersonville	1
Rescue Squad	322 Williams Street, Hendersonville	1
Facilities Services	320 Williams Street, Hendersonville	1
Boyd property	915 Asheville Hwy, Hendersonville	1
Animal Shelter	828 Stoney Mtn Rd, Hendersonville	1
Historic Courthouse	113 Main Street, Hendersonville	2
'95 Courthouse	200 North Grove Street, Hendersonville	2
Human Services Building	1200 Spartanburg Hwy, Hendersonville	2
King Street Building	100 N. King Street, Hendersonville	2
Main Library	301 N. Washington Street, Hendersonville	2
'95 CH overflow/impound	400 N. Grove Street, Hendersonville	2
Travel and Tourism	201 S. Main Street, Hendersonville	2
Court Services	1347 Spartanburg Hwy, Hendersonville	2
Cooperative Extension	100 Jackson Park Drive, Hendersonville	2
Board of Elections	75 E. Central Street, Hendersonville	2
Economic Development	320 N. King Street, Hendersonville	2
Thrive	2110 Woodridge Drive	2

Locations that use Contractors/Fire Departments for Snow and Ice Removal

EMS #2	12 Vance Hill Road, Mills River
EMS #3	100 Commercial Drive, HVL
EMS #4	1 Firehouse Lane, Edneyville
EMS #5	458 Crab Creek Road, HVL
EMS #6	49 East Fanning Bridge Rd
Edneyville Library	2 Firehouse Lane, Edneyville
Etowah Library	101 Brickyard Road, Etowah
Fletcher Library	120 Library Road, Fletcher
Green River Library	50 Green River Road, Tuxedo
Mills River Library	Hooper Road, Mills River
WCCA	245 Brickyard Road, Etowah

Henderson County executes an annual contract with each of the snow removal contractors. The contract specifies the person responsible for the specified location(s), and that person coordinates snow removal with the contractor.