



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

## **Henderson County Facilities Services Snow and Ice Removal Policy** **November, 2017**

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 County Priority #1's and #2's the snow removal team clears parking lots and sidewalks for the County parks and HCAAC. These locations are a third priority after other County parking lots and sidewalks.

The Facilities Services 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:

- Bagged Ice melt
- 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). These crews alternate working days and nights, changing from event to event. 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               |
| LEC                     | 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               |

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. In the event a contractor fails to show up or remove snow/ice adequately the person responsible should contact the appropriate Facilities Services Day or Night Coordinator for assistance.