

CITY OF SHERBURN STREET SWEEPING POLICY

1. Introduction

The city of Sherburn, Minnesota finds that it is in the best interest of the residents of the city to assume basic responsibility of sweeping city streets. Reasonable sweeping is necessary for vehicle and pedestrian safety, water quality issues, and environmental concerns. The city will provide such service in a cost-effective manner, keeping in mind safety, budget, personnel, and environmental concerns. The city will use city employees, equipment and/or private contractors to provide this service. Completion dates are dependent on weather conditions, personnel, and equipment availability. The Public Works Department or the departments' designee will be responsible for scheduling of personnel and equipment.

2. When Will the City Perform Street Sweeping Operations?

- A. Spring sweeping of snow and ice control aggregate will begin when streets are significantly clear of snow and ice, usually late March or early April, after the risk of later snowfall has passed. Spring sweeping is typically completed by April 15.
- B. Sealcoating is a surface application of an asphalt emulsion followed by a layer of small rock that protects the pavement from the deteriorating effects of sun and water, plus it provides increased surface friction. Sealcoat sweeping will commence 30 days after application of sealcoat and will be completed within 35 days of application.
- C. Fall sweeping will commence mid-October to early November and typically is completed by late November, depending on weather temperatures and frost. Areas with extensive foliage will be swept after most of the leaves have fallen.
- D. Storm Water Quality areas will be swept on a priority basis throughout the year.
- E. Environmental/general sweeping will be performed on a routine basis throughout the warm months of the year; with the entire town to be completely swept on time per month.
- F. Maintenance on street sweeper is to be performed seasonally, with brooms and parts ordered in a timely manner so as to not slow or compete with the street sweeping schedule.
- G. Erosion/siltation dirt & debris cleanup from construction projects is the responsibility of the developer, contractor, or property owner. Except in cases of emergency, the streets shall be cleaned and swept within 5 days of notification. If the streets are not swept within the specified time allowed, or in the case of an

emergency, the city may sweep the street and the responsible party will reimburse the city for all associated costs.

- H. Tree trimming and pruning areas will be swept by the following day of the operation.
- I. Citizen requests for sweeping will be evaluated and the Public Works Department or the departments' designee with the help of the City Administrator/Council will determine the priority.

3. How will Streets be Swept?

Sweeping is a slow process with an average gutter line speeds for the first sweeping in spring that can be as slow as 2 to 3 miles per hour. The city will sweep with its own equipment and personnel or contract services. Normally centerlines are swept after gutter lines are cleaned. Equipment may include mechanical, vacuum or regenerative air sweepers.

4. Priorities

The city has classified city streets based on street function, traffic volume, impact on water quality and the environment and the important to the welfare of the Community. Accordingly, sweeping routes will be designed to provide the maximum possible benefit to higher volume and water quality sensitive areas. Often monthly summer sweeping will rotate between sections within the city; the northeast area of the city being east of Main Street and north of CR-26, northwest area of the city being west of Main Street and north of CR-26. The southeast area of the city is outlined by Main Street and CR-26 as well as the southwest area of the city. It is reasonable to think that one of these areas of the city would be swept once per week, with a total monthly sweeping completed throughout the entire city.

5. Weather Conditions

Sweeping operations will be conducted when weather conditions permit. Factors that may delay sweeping operations include: temperatures below 32 degrees Fahrenheit, wind, rain, snow and frozen gutter lines.

6. Work Schedule

Sweeping operations are performed in conjunction with and can be impacted by other maintenance operations. Sweeping operations will normally be conducted Monday – Friday, from 7:00 a.m. to 3:30 p.m. Extended workdays and shift changes may be utilized for spring cleanup or emergency sweeping to provide maximum efficiency. For

safety reasons, no operator shall work more than a twelve-hour shift in any twenty-four hour period.

7. Safety

Sand, sealcoat rock or other dirt and debris on the street can create a potentially dangerous condition for vehicles, motorists, bicyclists, and pedestrians. It would not be practical or effective to sign all streets for potential dangerous conditions. During sealcoat or milling operations, warning signs indicating loose rock will be placed on each end of the collector and arterial streets or other appropriate areas where needed. These signs will remain in place until the street has been swept. Employees will follow all work rules, OSHA regulations, and Federal and State laws to ensure a safe sweeping operation.

This policy will be reviewed periodically. Any review will consider comments and complaints since the last review and any other factors affecting the policy or its implementation.

Policy approved and accepted on: _____
date